



CITY OF IONIA
CITY COUNCIL
REGULAR MEETING AGENDA
6:30 PM, Wednesday, June 4, 2025
IONIA CITY HALL - COUNCIL CHAMBERS

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

I. Approval of Agenda

II. Approval of Minutes

1. May 7, 2025 - Budget Work Session
2. May 7, 2025 – Regular Meeting

III. Proclamations

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 the proposed FY2025-2026 City of Ionia Budget
Action Required – Decision to approve or reject Resolution 2025-12
2. Public Hearing to receive comments on the proposed First Amendment to 425 Agreement
Action Required – Decision to approve or reject First Amendment to 425 Agreement
3. Public Hearing to consider Resolution 2025-13 to confirm the special assessment roll for single lot assessments against various real properties located in the City of Ionia
Action Required – Decision to approve or reject Resolution 2025-13
4. Public Hearing to receive comments on the final report for the completion of the Dog Park/Wireless Speaker System Community Development Block Grant (CDBG)
Action Required – Accept final report on the completion of the CDBG project

VI. Communications

1. *Informational* – Life EMS - Annual Report
2. *Informational* – City of Ionia Economic Development Report

VII. City Manager's Report

1. *Action Required* – Introduction and First Reading - Ordinance No. 594 - Chapter 1276: Site Plan Review
2. *Action Required* – Set Public Hearing - Resolution 2025-14 - Obsolete Property Rehabilitation Exemption Certification Application for 322 and 324 W. Main Street, Ionia, Michigan
3. *Action Required* – Resolution 2025-15 - Establish Discover Ionia Social District
4. *Action Required* – Budget Amendment #3 - FY 2024-2025 City of Ionia Budget
5. *Action Required* – Policy Update - City of Ionia Public Transportation Drivers Drug & Alcohol Policy
6. *Action Required* – Bid Award - Dial-A-Ride Entry Window Replacement Project

VIII. Appointments

1. Appointments - Brownfield Redevelopment Authority and Local Development Finance Authority

IX. City Department Reports and Minutes from Boards and Commissions

1. Accounts Payable
June 12 - Councilmember Winters and/or Councilmember Cook
June 26 - Councilmember Waterman
2. May Reports & Minutes

X. Good of the Order/ City Councilmember Comments

XI. Closed Session - None

XII. Adjournment



BUDGET WORK SESSION MEETING MINUTES
5:30 PM, Wednesday, May 7, 2025
IONIA CITY HALL - COUNCIL CHAMBERS

CALL TO ORDER

Mayor John Milewski called the special budget work session 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, Tim Lee, Tom Millard, Richard Starr, Jeff Winters, Troy Waterman, and Mayor John Milewski present. Councilmember Dawn Ketchum was absent.

I. APPROVAL OF AGENDA

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

MOTION CARRIED BY VOICE VOTE.

II. PUBLIC COMMENTS

None.

III. FY2025-2026 CITY BUDGET WORK SESSION

(III.1.) Proposed FY2025-2026 City Budget

City Manager Precia Garland reviewed highlights from the proposed FY2025-2026 City Budget.

(III.2.) Schedule Public Hearing - FY2025-2026 City Budget

Councilmember Winters made a motion, seconded by Councilmember Cook, to schedule a Public Hearing for 6:30 PM, Wednesday, June 4, 2025, at Ionia City Hall, for the purpose of receiving comments regarding the proposed FY2025-2026 City Budget.

MOTION CARRIED BY VOICE VOTE.

IV. ADJOURNMENT

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

MOTION CARRIED BY VOICE VOTE.

The meeting was adjourned at 6:31 PM.

Respectfully Submitted,

Jonathan T. Bowman
Ionia City Clerk



**CITY OF IONIA
CITY COUNCIL
REGULAR MEETING MINUTES**

6:30 PM, Wednesday, May 7, 2025

IONIA CITY HALL - COUNCIL CHAMBERS

CALL TO ORDER

Mayor John Milewski called the meeting of the Ionia City Council to order at 6:37 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, Tim Lee, Tom Millard, Richard Starr, Jeff Winters, Troy Waterman, and Mayor John Milewski present. Councilmember Dawn Ketchum was absent.

I. APPROVAL OF AGENDA

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

MOTION CARRIED BY VOICE VOTE.

II. APPROVAL OF MINUTES

(II.1.) April 2, 2025 – Regular Meeting

Minutes from the regular meeting of April 2, 2025, were reviewed. Councilmember Cook made a motion, seconded by Councilmember Winters, to approve the April 2, 2025, meeting minutes as presented.

MOTION CARRIED BY VOICE VOTE.

III. PROCLAMATIONS

(III.1.) Proclamation Honoring Gary Cunningham

Mayor John Milewski presented and read a Proclamation honoring Department of Public Works Director Gary Cunningham for nearly 40 years of service to the community.

***Proclamation Honoring Gary Cunningham
May 7, 2025***

WHEREAS, Gary Cunningham has served as an employee of the City of Ionia with dedication and professionalism for nearly 40 years; and

WHEREAS, Gary began his career as a Mechanic at the Ionia Department of Public Works on November 25, 1985; and

WHEREAS, Gary's commitment went beyond his day-to-day duties, reflected in his service as Union Steward for the State, County and Municipal Workers Local 214, Teamsters, providing support, advocacy, and guidance to his colleagues; and

WHEREAS, due to his steadfast work ethic and outstanding performance, Gary was promoted to the Director of Public Works in July 1996, now leading the department where he had worked in all its positions as a Truck Driver, Mechanic, and Heavy Equipment Operator; and

WHEREAS, during his tenure, Gary has overseen countless public works projects, demonstrating a commitment to the betterment of our community and ensuring that the City of Ionia remains a vibrant and safe place for residents and visitors alike; and

WHEREAS, through his vast experience, Gary has led the Public Works Department through both routine operations and emergency responses, exemplifying the highest standards of public service and fostering a culture of excellence within the department; and

WHEREAS, after nearly four decades of dedicated service, during which Gary has seemingly memorized the location of every main, valve, service box, manhole, catch basin, etc. throughout the City of Ionia, Gary has decided to embark on a new, well-deserved journey in retirement that will likely include a lot of unfettered car racing;

NOW, THEREFORE, BE IT PROCLAIMED, that I, John R. Milewski, Mayor of the City of Ionia do hereby recognize and honor Gary Cunningham for his distinguished 39-year career at the Ionia Department of Public Works. With profound appreciation for his many years of service, the City and entire community wish him much peace and relaxation as he enjoys his well-deserved retirement.

IV. PUBLIC COMMENTS

None.

V. PUBLIC HEARINGS AND ASSOCIATED ACTION

(V.1.) Public Hearing to receive comments on Resolution 2025-09, a resolution adopting a final project planning document for water system improvements and designating an authorized project representative

Mayor Milewski opened the public hearing for comments on Resolution 2025-09 at 6:42 PM.

Civil Engineer Tyler DeNooyer of Prein and Newhof presented on the City's planned application to the Drinking Water State Resolving Fund (DWSRF) low interest loan program and the project planning document.

Councilmember Millard asked Mr. DeNooyer if he knew how much it would cost for a home with galvanized pipes to replace the plumbing inside the home. DeNooyer responded that he did not know the cost for the replacement of interior plumbing, however the exterior work is estimated to cost \$10,000 per water service in the City.

Councilmember Lee asked what action will be taken if the application is not successful. City Manager Garland noted that the City would resubmit the application in the future. Public Utilities Director Lafler added that an annual report must be submitted to the state indicating that 5% of the line were replaced. Mr. DeNooyer further clarified that state and federal government have deadlines and performance standards that must be met.

Councilmember Cowling inquired if changes have been made to the City's construction projects to ensure compliance with new safety standards. Mr. DeNooyer indicated that the City was an early adopter of copper water lines to maintain public health. City Manager Garland explained the City's proactive approach in recent infrastructure projects to verify water services during construction and replace services in need of replacement.

Following no additional public comments, Mayor Milewski closed the public hearing at 7:05 PM.

Councilmember Cook made a motion, seconded by Councilmember Millard, to approve Resolution 2025-09, authorizing submission of a Drinking Water State Revolving Fund application for the City of Ionia FY2026 Water Services Replacement Project.

Roll Call Vote:

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

Nays: None

Abstentions: None

MOTION CARRIED

Resolution 2025-07



**A RESOLUTION ADOPTING A FINAL PROJECT PLANNING DOCUMENT FOR
WATER SYSTEM IMPROVEMENTS AND DESIGNATING AN AUTHORIZED
PROJECT REPRESENTATIVE**

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

WHEREAS, the City of Ionia recognizes the need to make improvements to its existing water treatment and distribution system; and,

WHEREAS, the City of Ionia authorized Prein&Newhof to prepare a Project Planning Document, which recommends the replacement of existing lead/galvanized water services in the City of Ionia; and

WHEREAS, said Project Planning Document was presented at a Public Hearing on May 7, 2025, at 6:30 P.M. and all public comments have been considered and addressed;

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Ionia hereby formally adopts said Project Planning Document and agrees to implement the replacement of existing lead/galvanized water services in the City of Ionia.

BE IT FURTHER RESOLVED, that the City Manager, a position currently held by Precia Garland, is designated as the authorized representative for all activities associated with the project referenced above, including the submittal of said Project Planning Document as the first step in applying to the State of Michigan for a Drinking Water State Revolving Fund Loan to assist in the implementation of the selected alternative.

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

NAYS: None

ABSTAIN: None

ABSENT: Dawn Ketchum

RESOLUTION 2025-09 DECLARED ADOPTED

VI. COMMUNICATIONS

(VI.1.) Request from Ionia Cruisin' Classic Car Show for Street Closure with Mobile Food Vending Units - June 7, 2025

Councilmember Cook made a motion, seconded by Councilmember Lee, to approve the application for street closure with mobile food vending units, for June 7, 2025, in conjunction with the Ionia Cruisin' Classic Car Show, contingent upon final staff approval.

Roll Call Vote:

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

Nays: None

Abstentions: None

MOTION CARRIED

VII. CITY MANAGER'S REPORT

(VII.1.) Schedule Public Hearing - First Amendment to 425 Agreement

Redevelopment planning for the former Deerfield-Riverside prisons site led to the discovery that a portion of the site was inadvertently excluded from the original 425 Agreement with Berlin Township, dated July 12, 2000. Since the site cannot be fully redeveloped with the required public utilities unless it is included in the conditionally transferred area, a proposed, "First Amendment to Berlin Township and City of Ionia Public Act 425 of 1984 Agreement" was prepared. Along with the land addition, the original 425 agreement would be amended to provide for an equal sharing of general operating property taxes levied by the City. All other terms of the original agreement would remain the same, including term length (April 18, 2000 through April 17, 2050).

Councilmember Winters made a motion, seconded by Councilmember Waterman, to schedule a public hearing for 6:30 PM, Wednesday, June 4, 2025, at Ionia City Hall, for the purpose of

receiving comments regarding the proposed First Amendment to Berlin Township and City of Ionia Public Act 425 of 1984 Agreement.

Roll Call Vote:

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

Nays: None

Abstentions: None

MOTION CARRIED

(VII.2.) Schedule Public Hearing - Single Lot Special Assessment Roll

City Manager Garland explained that Section 210.23 of the Codified Ordinances of the City of Ionia outlines a process for Single Lot Assessments to convert delinquent, unpaid invoices for prior labor, materials, and/or services provided by the City into property tax liens. Drafted Resolution 2025-13 was provided to Council which would approve the single lot special assessment roll.

Councilmember Winters made a motion, seconded by Councilmember Starr, to schedule a public hearing for 6:30 PM, Wednesday, June 4, 2025, at Ionia City Hall, for the purpose of receiving comments regarding the 2025 Single Lot Special Assessment Roll.

Roll Call Vote:

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

Nays: None

Abstentions: None

MOTION CARRIED

(VII.3.) Resolution 2025-10 - 2025 Sidewalk Improvement Program

City Manager Garland introduced the Sidewalk Improvement Program for 2025 by explaining the process outlined in the City Code under Chapter 1022 - Sidewalks and City Policy 4-002, titled, "Sidewalk Maintenance and Construction Policy." In preparation, the City had conducted an inspection of Quadrants One and Three, which is essentially the entire south half of the City (south of Lincoln Avenue.) A total of 47 properties with 856 linear feet of sidewalk, all 4 inches thick and ranging from 4 to 5 feet in width were identified as in disrepair and in need of removal and replacement.

Resolution 2025-10 with Attachment A was presented identifying the specific properties where sidewalk is to be removed and replaced and directing the adjoining property owners to make such replacements within 30 days of the date of the resolution, or the City will complete the improvements at the property owner's expense. The resolution provided the anticipated rate of City financial participation in these repairs and established parameters for qualifying sidewalk project costs to be spread over a term of years in accordance with a future special assessment role.

Councilmember Winters made a motion, seconded by Councilmember Cook, to approve Resolution 2025-10, a resolution approving the City of Ionia 2025 Sidewalk Replacement Project.

Roll Call Vote:

Ayes: Margot Cook, Brenda Cowling, Tim Lee, John Milewski, Tom Millard, Richard Starr, Jeff

Winters, Troy Waterman
Nays: None
Abstentions: None
MOTION CARRIED

Resolution 2025-10



**A RESOLUTION APPROVING THE CITY OF IONIA 2025 SIDEWALK
REPLACEMENT PROJECT**

At a regular meeting of the City Council of the City of Ionia, held at the Ionia City Hall, 114 North Kidd Street, Ionia, Michigan, on the 7th day of May, 2025, at 6:30 p.m.

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

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

WHEREAS, it is necessary for the public health, safety and welfare of City residents that the City have a sidewalk system that provides contiguity and is in a good state of repair; and,

WHEREAS, Chapter 1022, entitled Sidewalks, of the City's Codified Ordinances and General City Policy 4-002 together outline the process the City must follow for replacing or constructing sidewalk; and,

WHEREAS, after inspection of the City's sidewalk system, the City Manager has recommended that certain sidewalks be replaced or constructed in the southwest and southeast quadrants of the City; and,

WHEREAS, it has been determined that the sections of current sidewalk marked with a pink dot by the City's designated inspector are in disrepair for one or more of the following reasons:

Difference in Elevation: An elevation difference between sidewalk squares of 1 1/2" or greater.

Cracks: A crack that is 1/2" or wider in width and 24" or longer in length or a crack that is 3/4" or wider in width of any length.

Surface Spalling: A chipping away or crumbling of the sidewalk surface in excess of 2 square feet per sidewalk square and an average of 1/2" deep.

Multiple Cracks: A sidewalk square containing multiple cracks of any width, length and/or depth.

Other: Any other form or type of sidewalk deterioration that, in the opinion of the City's designated inspector, may be a safety hazard; and,

WHEREAS, in cases where new sidewalk is proposed to be installed, the installation of the new sidewalk will complete the sidewalk network in defined areas and eliminate gaps in the current sidewalk system.

NOW, THEREFORE, BE IT RESOLVED, that the City Council hereby directs the owners of the real properties identified in Attachment A, to replace or construct the length of sidewalk within thirty (30) days after the date of this Resolution, as identified in Attachment A. In all cases, the sidewalk specifications prescribed by Chapter 1022 and General City Policy 4-002 shall be followed and the required permit obtained, with the normal permit fee waived.

BE IT FURTHER RESOLVED, that pursuant to the requirements contained in Chapter 1022 and General City Policy 4-002, the City Council hereby determines that the City shall participate financially in the cost of replacing or constructing the sidewalk identified in Attachment A as follows:

Sidewalk Replacement (includes demolition of old concrete and replacement with new concrete)

4 foot wide sidewalk, 4 inches thick – \$7.69/LF or 25% of cost of installation, whichever is less (based on City estimate that it will cost \$30.75 per linear foot to replace)

4 foot wide sidewalk, 6 inches thick – \$8.69/LF or 25% of cost of installation, whichever is less (based on City estimate that it will cost \$34.75 per linear foot to replace)

5 foot wide sidewalk, 4 inches thick - \$9.69/LF or 25% of cost of installation, whichever is less (based on City estimate that it will cost \$38.75 per linear foot to replace)

5 foot wide sidewalk, 6 inches thick - \$10.69/LF or 25% of cost of installation, whichever is less (based on City estimate that it will cost \$42.75 per linear foot replace)

Sidewalk Construction (no demolition; new construction only)

4 foot wide sidewalk, 4 inches thick - \$6.13/LF or 25% of cost of installation, whichever is less (based on City estimate that it will cost \$24.50 per linear foot to construct)

4 foot wide sidewalk; 6 inches thick - \$7.63/LF or 25% of cost of installation, whichever is less (based on City estimate that it will cost \$30.50 per linear foot to construct)

5 foot wide sidewalk, 4 inches thick - \$7.06/LF or 25% of cost of installation, whichever is less (based on City estimate that it will cost \$28.25 per linear foot to construct)

5 foot wide sidewalk, 6 inches thick - \$8.81/LF or 25% of cost of installation, whichever is less (based on City estimate that it will cost \$35.25 per linear foot to construct)

Reimbursement shall be made by the City to the property owner for the City's share of the cost upon request by the property owner for reimbursement and after a satisfactory

inspection of the replaced or constructed sidewalk by the City.

BE IT FURTHER RESOLVED, that in instances where a property owner's portion of the cost of replacing or constructing a sidewalk is greater than \$500, the property owner shall be permitted to spread their cost of replacing or constructing the sidewalk by paying installments to the City over a term of years. The term of years shall be calculated by dividing the total cost of replacing or constructing the sidewalk by \$500 and rounding up to the nearest whole number. Installments shall be due and payable on July 1st of each year commencing July 1, 2026, until paid in full. Except for the final installment, each installment shall include the principal amount of \$500, plus interest at the rate of 6% per annum on the unpaid balance. The principal amount for the final installment shall be the remaining outstanding balance, and any amount of principal for the final installment shall bear interest at the same rate

BE IT FURTHER RESOLVED, that the City Manager is hereby directed to serve upon the property owners identified in Attachment A, by first class mail, addressed to such owner under the name and at the address as shown upon the City's latest tax assessment roll, a copy of this Resolution, which identifies their requirement to replace or construct sidewalk, and copies of such other sidewalk-related documents as she deems necessary.

BE IT FURTHER RESOLVED, that if the property owner fails to repair the sidewalk by June 6, 2025, the City will proceed to have the sidewalk repaired or constructed. The cost of repairing or constructing sidewalk will be charged against and shall become a lien upon the abutting property. The lien will be of the type applicable to special assessments.

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

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

NAYS: None

ABSENT: Dawn Ketchum

RESOLUTION 2025-10 DECLARED ADOPTED.

(VII.4.) Resolution 2025-11 - Act 51 Street Segment Decertification

Councilmember Starr made a motion, seconded by Councilmember Millard, to approve Resolution 2025-11, a resolution that would decertify certain segments of streets from the City of Ionia Act 51 map and revise major and local street mileage accordingly.

Roll Call Vote:

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

Nays: None

Abstentions: None

MOTION CARRIED

Resolution 2025-11

CITY OF IONIA
COUNTY OF IONIA, MICHIGAN
CITY COUNCIL

**A RESOLUTION DECERTIFYING SECTIONS OF CITY STREETS AND RELATED
MILEAGE IN ACCORDANCE WITH ACT 51 OF 1951**

At a regular meeting of the City Council of the City of Ionia, held at the Ionia City Hall, 114 North Kidd Street, Ionia, Michigan, on the 7th day of May, 2025, at 6:30 p.m.

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

The following resolution was offered by Council Member Starr and seconded by Council Member Millard:

WHEREAS, the Michigan Department of Transportation requires annual mileage certification for all public streets within the City of Ionia's jurisdiction; and,

WHEREAS, it was recently determined that several sections of streets with associated mileage exist only on plat maps, etc. and not in reality; and

WHEREAS, it is necessary to delete these street sections from the City's annual Act 51 Map to ensure accuracy;

NOW, THEREFORE, BE IT RESOLVED, that the City Council hereby decertifies the following street sections:

1. Apple Tree Drive – between the North Street/Cyrus Street intersection and the paved end of Apple Tree Drive for a total decertification length of 1,035 feet.
2. Townsend Street – between the north dead end of Townsend and E. Fargo Street for a total decertification length of 425 feet.
3. Webber Street – between Jefferson Street and Mill Street for a total decertification length of 690 feet.
4. Jefferson Street – between the end of Jefferson Street at W. Webber Street to E. Webber Street for a total decertification length of 265 feet.
5. Mill Street – between Webber Street and its platted termination for a total decertification length of 655 feet.
6. Brown Street – from the intersection of Harrison Street north for a total decertification length of 175 feet.
7. Forest Hill Avenue – from the end of Park Street to E. Washington Street for a total decertification length of 300 feet.
8. Pleasant Court – from the intersection with W. Lytle Street north for a total decertification length of 295 feet.
9. Brooks Street – from the intersection with Branch Street north for a total

decertification length of 70 feet.

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

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

NAYS: None

ABSENT: Dawn Ketchum

RESOLUTION 2025-11 DECLARED ADOPTED.

(VII.5.) Payment and Release Agreement

City Manager Garland reported that a recent review of the Public Act 425 Agreement that includes the Austin Pines Planned Unit Development determined that property tax revenues were not accurately shared between the City of Ionia and Berlin Township from 2018 to 2023, resulting in \$24,285.18 now owed by the City to the Township. A "Payment and Release Agreement Between the City of Ionia and Berlin Township" was prepared by the City Attorney to correct this situation by resolving the underpayment and releasing the City from any further liability or claims regarding the matter.

Councilmember Winters made a motion, seconded by Councilmember Cook, to approve the following "Payment and Release Agreement Between the City of Ionia and Berlin 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 \$24,285.18 to Berlin Township to correct for previous underpayment of tax revenues related to the Austin Pines 425 Agreement.

Roll Call Vote:

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

Nays: None

Abstentions: None

MOTION CARRIED

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

This Agreement is made on May 8, 2025, by and between the City of Ionia (the "City") and Berlin 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 previously entered into a "Contract for Conditional Transfer of Property Public Acts 425 of 1984," dated February 22, 2005 ("Contract") and commonly referred to as the Austin Pines 425;

Whereas, Section 4 of the Contract provides, in part, that the City had the right to capture qualified property taxes generated by the conditionally transferred property site under a separately approved

Brownfield Development Plan and a related Development Reimbursement Agreement (collectively, “BRA Plans”);

Whereas, under the BRA Plans the City agreed to reimburse the developer of the conditionally transferred property for qualified site improvement expenses. Once that reimbursement obligation was met, the Township and City were to share equally the City’s collected general operating millage levied against the conditionally transferred property for the remainder of the Contract’s term (i.e., until 2055);

Whereas, based on a review of its financial records, it is the City’s understanding that the last reimbursement payment to the developer for eligible expenses was made in 2012 (in the amount of \$20,002). Thereafter, under the BRA Plans, the City’s Brownfield Redevelopment Authority (“BRA”) was entitled to receive the captured taxes from the conditionally transferred property for an additional five-year period (i.e., from 2012 until 2016);

Whereas, the City recently discovered that the City/BRA continued to capture the subject property taxes after 2016 without conveying to the Township its share as provided for under the Contract (i.e., the City continued to collect without remitting to the Township between 2016 and 2024);

Whereas, consistent with how the City has handled similar matters, the City agrees to go back six years to remediate the Township’s losses (i.e., beginning with collections for 2019) and the City will therefore pay to the Township the amount due from the conditionally transferred property from 2019 through 2024;

Whereas, the Township is agreeable to receive the total sum of \$24,285.18 to resolve any and all disputed claims with the City as to outstanding taxes and collections owed to the Township regarding this Contract.

Now therefore, the City and the Township have come to the following agreement to resolve any and all claims related to the underpayment of taxes to the Township by the City per the Contract.

AGREEMENT

1. Affirmation of Recitals. The parties acknowledge and agree that the recitals set forth above are accurate and shall be deemed an integral part of this Agreement for all purposes at law.
2. 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 \$24,285.18, representing the amount the Township is owed for the excess capture as set forth above (the “Payment”).
3. Release. In exchange for the negotiated Payment, the Township and the City agree to release and forever discharge each other 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 other related to or pertaining in any way to the underpayment by the City and/or BRA to the Township for the conditionally transferred properties, the BRA Plans, and all other related matters. The Parties further agree that they 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 underpayments

resolved by this Agreement.

4. 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.
5. Entire Agreement. This Agreement constitutes the entire agreement among and between the Parties regarding the underpayments resolved by this Agreement.
6. 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.
7. 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.
8. 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.
9. 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.

(VII.6.) Transportation Services Agreement

City Manager Garland presented an agreement for public transportation services between the City of Ionia and Easton Township to address an expiring agreement. The new agreement term would start July 1, 2025, and end June 30, 2027. The terms of the agreement were the same as past agreements regarding hours of operation. However, the agreement proposed to expand the service area to include all of Easton Township on a demand-response basis, subject to the City's capacity. The agreement also amended the payment schedule for each fiscal year, increasing by \$1,500 annually.

Councilmember Winters made a motion, seconded by Councilmember Cook, to approve the Public Transportation Services Agreement between the City of Ionia and Easton Township as presented for the period July 1, 2025, through June 30, 2027.

Roll Call Vote:

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

Nays: None

Abstentions: None

MOTION CARRIED

(VII.7.) Deerfield-Riverside Site - Engineering Services Proposal

Councilmember Winters made a motion, seconded by Councilmember Starr, to approve negotiation of a professional services agreement with engineering firm Prein & Newhof of Grand Rapids, Michigan, consistent with its request for qualifications submittal and total price estimate of \$290,200 for design and construction engineering of the Deerfield High-Tech Business Park as budgeted in 101-728.000-801.000 Economic Development.

Roll Call Vote:

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

Nays: None

Abstentions: None

MOTION CARRIED

(VII.8.) Public Safety Policy Update Project

Councilmember Winters made a motion, seconded by Councilmember Waterman, to approve the proposal from The Rossow Group in the amount of \$30,000 to review all of the Ionia Department of Public Safety's current policies and revise those policies in need of updates.

Roll Call Vote:

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

Nays: None

Abstentions: None

MOTION CARRIED

(VII.9.) Policy Update: 5-007 Advertising Policy for City Transit Vehicles

Councilmember Winters made a motion, seconded by Councilmember Cook, to approve the updated Policy 5-007: Advertising Policy for Transit Vehicles.

Roll Call Vote:

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

Nays: None

Abstentions: None

MOTION CARRIED

(VII.10.) Transit Vehicles Advertising Project

Councilmember Starr made a motion, seconded by Councilmember Winters, to approve the proposed Transit Bus Advertising Agreement with Dynamic Ads for commercial advertising on all Ionia Dial-A-Ride Transportation vehicles (Dial-A-Ride and I-Go).

Roll Call Vote:

Ayes: Margot Cook, Brenda Cowling, 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

May 15 - Councilmember Millard and/or Councilmember Cowling

May 29 - Councilmember Starr and/or Councilmember Lee

(IX.2.) April 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 Manager Precia Garland: (1) Invited everyone to attend the retirement party for longtime Department of Public Works Director Gary Cunningham on May 16; (2) Announced the launch of the City of Ionia Facebook page; (3) Informed everyone of the City's Arbor Day celebration on May 16 at Jefferson Elementary.

Tim Lee: Congratulated Gary Cunningham on his retirement.

Margot Cook: Wished Gary a "Happy Retirement."

Tom Millard: (1) Congratulated Gary; (2) Reminded everyone of the upcoming Car Show and Memorial Day Parade; (3) Announced that applications for the Ionia Free Fair Parade are "live."

Rich Starr: (1) Thanked Gary for his service and Officer Skorka for the handling of a recent incident.

Troy Waterman: (1) Congratulated Gary Cunningham on his retirement; (2) Thanked City staff for all the work related to the preparation of the budget.

Brenda Cowling: Thanked Gary.

Mayor John Milewski: (1) Provided reminders about Ionia Public Schools' Commencement and end-of-school year dates; (2) Updated Council on new services offered by the University of Michigan Health-Sparrow Ionia; (3) Commented on excitement about the new City Facebook page.

XI. CLOSED SESSION

(XI.1.) Closed session in accordance with the Open Meetings Act, Sec. 8 (1)(c) for the purpose of a strategy and negotiation session connected with the negotiation of a collective bargaining agreement at the City's request.

Councilmember Lee made a motion, seconded by Councilmember Winters, to enter closed session for the purpose of a strategy and negotiation session connected with the negotiation of a collective bargaining agreement at 7:51 PM.

Roll Call Vote:

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

Nays: None

Abstentions: None

MOTION CARRIED

Councilmember Starr made a motion, seconded by Councilmember Waterman, to end the closed session at 7:59 PM.

MOTION CARRIED BY VOICE VOTE

Upon returning to open session, Councilmember Millard made a motion, seconded by Councilmember Waterman, to approve the collective bargaining agreement as proposed with the Teamsters Local 214 for the period beginning July 1, 2025, and ending June 30, 2030.

Roll Call Vote:

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

Nays: None

Abstentions: None

MOTION CARRIED

XII. ADJOURNMENT

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

MOTION CARRIED BY VOICE VOTE.

The meeting was adjourned at 8:01 PM.

Respectfully Submitted,

Jonathan T. Bowman
Ionia City Clerk

CITY OF IONIA
STAFF REPORT FOR COUNCIL AGENDA ITEM

Agenda Item: V.1

TO: Mayor Milewski and Councilmembers

FROM: Precia Garland, City Manager

DATE: June 4, 2025

RE: Public Hearing to receive comments on the proposed FY2025-2026 City of Ionia Budget

Background:

A proposed budget for Fiscal Year 2025-2026 for the General Fund and all Special Funds of the City of Ionia has been prepared and reviewed by the Ionia City Council during its recent budget work session meeting on May 7, 2025. A public hearing notice was published and posted in May to solicit comments regarding the budget at today's meeting. The budget includes \$7,948,070 in expenditures for the General Fund and \$15,982,500 for all Special Funds for a grand total of \$24,691,286. Proposed millage rates to fund all budgets include:

FUND	PURPOSE	MILLAGE
General Fund	General Operating	3.00 mills*
General Fund	Public Safety Apparatus	1.15 mills*
General Fund	Theatre Improvements	1.00 mills*
General Fund	Parks System Improvements	2.00 mills*
Solid Waste Fund	Solid Waste Disposal	1.00 mills**
Environmental Response	Operating (landfill site monitoring)	0.1008 mills*
Dial-A-Ride	Public Transportation	0.7158 mills*
TOTAL		8.9666 mills

* Authorized by City Charter **Authorized by Ordinance No. 437

Millage to be levied in the DDA District to support DDA operations includes 1.9088 mills.

Proposed budget expenditures for all funds in FY25-26, as compared to FY24-25 following proposed budget amendment #3 are as follows:

	24-25	25-26
	Amended Budget	Recommended
Fund 101 - GENERAL:	\$ 7,977,850	\$ 7,948,070
Fund 202 - MAJOR STREETS:		

	1,203,500	941,500
Fund 203 - LOCAL STREETS:		
	557,000	702,000
Fund 205 - PUBLIC SAFETY VEHICLE FUND:	-	-
Fund 228 - SOLID WASTE FUND:		
	733,600	761,350
Fund 239 - PARKS - FACILITIES IMPROVEMENTS:	1,242,000	1,036,000
Fund 245 - INDUSTRIAL PARK LDFA:	-	-
Fund 247 - BROWNFIELD DEVELOPMENT:	20,000	10,000
Fund 248 - DOWNTOWN DEVELOPMENT OPERATING:	388,100	345,230
Fund 249 - RECREATION DEPARTMENT:	523,100	554,613
Fund 250 - THEATRE FUND:		
	358,750	481,850
Fund 265 - DRUG FORFEITURE:		
	2,150	2,500
Fund 266 - PUBLIC SAFETY DONATIONS:	5,000	5,000
Fund 284 - OPIOID SETTLEMENT FUND:	10,000	1,000
Fund 406 - SIDEWALK PROGRAM:		
	-	-
Fund 412 - ENVIRONMENTAL RESPONSE:	40,000	25,000
Fund 420 - CAPITAL IMPROVEMENT PROJECTS:	495,000	-
Fund 588 - DIAL-A-RIDE:		2,148,499
	1,708,254	
Fund 590 - SEWER DEPT.:		3,420,941
	3,674,922	
Fund 591 - WATER DEPT.:		2,756,017
	2,973,360	
Fund 598 - IONIA REGIONAL UTILITIES AUTHORITY:	2,165,000	2,228,000
Fund 661 - CENTRAL GARAGE:		
	613,700	563,000
Grand Totals:	\$ 24,691,286	\$ 23,930,570

Requested Action / Motion:

It is requested that the Ionia City Council consider making a motion to approve Budget Appropriation Resolution 2025-12, which would adopt the FY2025-2026 budget for all city funds and set the millage rate to support these budgets.

Motion By:

Seconded By:

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



**A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF IONIA ADOPTING
THE FISCAL YEAR 2025-2026 BUDGET FOR ALL CITY FUNDS AND SETTING THE
MILLAGE RATE TO SUPPORT SAID BUDGET**

WHEREAS, pursuant to MCL 141.412 and Section 5.05 of the City Charter, notice of a public hearing on the proposed budget was published in a newspaper of general circulation on May 17, 2025, and a public hearing on the proposed budget was held on June 4, 2025, now, therefore,

BE IT RESOLVED, that the proposed 2025-2026 Fiscal Year Budget be adopted and that commencing July 1, 2025 and ending June 30, 2026, the following revenues and expenditures are hereby established and appropriated on a governmental fund basis.

BE IT FURTHER RESOLVED, that the estimated revenues and expenditures for Fiscal Year 2025-2026 are as follows:

	Revenues	Expenditures
<u>General Fund</u>		
Property Taxes	\$ 685,000	
Income Taxes	\$ 2,550,000	
State Revenues	\$ 1,420,000	
Charges for Service	\$ 2,380,000	
License and Permits	\$ 166,000	
Interest	\$ 150,000	
Miscellaneous	\$ 269,000	
Council		\$ 54,250
City Manager		\$ 451,586
Elections		\$ 15,000
Accounting		\$ 586,060
Independent Audit		\$ 7,000
Income Tax Administration		\$ 125,130
Front Office		\$ 198,962
Planning & Zoning		\$ 56,500
Assessor		\$ 63,500
City Legal Fees		\$ 105,000
Board of Review		\$ 1,500
Festivals & Events		\$ 9,250
Data Processing Department		\$ 169,000
Clerk		\$ 84,771
Building – Grounds		\$ 356,700
Other Offices		\$ 675,500
Ambulance		\$ 52,000
Public Safety		\$ 3,599,961
Street Lights		\$ 120,500
Oak Hill Cemetery		\$ 35,900
Economic Development		\$ 250,000
Contributions – Other Funds		\$ 930,000
TOTAL	\$ 7,620,000	\$ 7,948,070

	Revenues	Expenditures
	<u>Special Revenue Funds</u>	
Major Street Fund	\$ 1,143,986	\$ 941,500
Local Street Fund	\$ 676,597	\$ 702,000
Solid Waste Fund	\$ 649,000	\$ 761,350
Recreation Fund	\$ 538,900	\$ 554,613
Drug Forfeiture Fund	\$ 1,150	\$ 2,500
Parks Facilities Improvement Fund	\$ 841,000	\$ 1,036,000
Public Safety Vehicle Replacement Fund	\$ 169,000	\$ -0-
Public Safety Donation Fund	\$ 4,900	\$ 5,000
Opioid Settlement Fund	\$ 5,050	\$ 1,000
	<u>Capital Project Funds</u>	
Sidewalk Program Fund	\$ -0-	\$ -0-
Environmental Response Fund	\$ 21,000	\$ 25,000
Capital Improvement Projects Fund	\$ -0-	\$ -0-
	<u>Enterprise Funds</u>	
Theatre	\$ 405,100	\$ 481,850
Dial-A-Ride Fund	\$ 2,162,949	\$ 2,148,499
Sewer Fund	\$ 3,667,000	\$ 3,420,941
Water Fund	\$ 3,197,000	\$ 2,756,017
	<u>Internal Service Fund</u>	
Central Garage Fund	\$ 512,000	\$ 563,000
	<u>Permanent Fund</u>	
Cemetery Trust Fund	\$ -0-	\$ -0-
	<u>Component Units</u>	
Downtown Development Authority Fund	\$ 313,000	\$ 345,230
LDFA	\$ -0-	\$ -0-
Brownfield	\$ 1,500	\$ 10,000
	<u>Joint Venture</u>	
Ionia Regional Utilities Authority Fund	\$ 2,228,000	\$ 2,228,000
TOTAL	\$ 24,157,132	\$ 23,930,570

The ability to meet all expenditures shall be from available surplus in each fund.

BE IT FURTHER RESOLVED, that the approved employee positions on the Position Roster List contained in the budget by appropriation values shall limit the number of employees who can be employed and no funds are appropriated for any regular full or part-time position or employee not on the Approved Position Roster, unless approved by resolution of the City Council.

BE IT FURTHER RESOLVED, that to meet the operational requirements of the below referenced funds that all the following millage rates be approved and levied by the City on the Summer 2025 property tax bill:

<u>FUND</u>	<u>PURPOSE</u>	<u>MILLAGE</u>
General Fund	General Operating	3.0000 mills*
General Fund	Theatre Improvements	1.0000 mills*
General Fund	Parks System Improvements	2.0000 mills*
General Fund	Public Safety Apparatus	1.1500 mills*
Solid Waste Fund	Solid Waste Disposal	1.0000 mills**
Environmental Response	Operating	0.1008 mills*
Dial-A-Ride	Public Transportation	<u>0.7158</u> mills*
	TOTAL	8.9666 mills

* Authorized by the City Charter

** Authorized by Ordinance No. 437 of the City Code

BE IT FURTHER RESOLVED, that 1.9088 mills be levied against all real and personal property located in the Downtown Development District for the purpose of offsetting the expenses associated with operating the Downtown Development Authority and financing improvements within the District; and,

BE IT FURTHER RESOLVED, that the FY 2026-2031 Capital Improvement Plan previously approved is hereby confirmed as an illustrative list of potential future City projects, with projects listed in FY 2026 specifically appropriated as detailed in the FY 2025-2026 budget.

BE IT FURTHER RESOLVED, that the City Manager is hereby authorized to make budgetary transfers within the appropriation centers established throughout this budget. All transfers between appropriations may be made only by further resolution of the City Council pursuant to Section 5.04 of the City Charter and Section 19(2) of the provisions of the Michigan Uniform Accounting and Budget Act.

BE IT FURTHER RESOLVED, that the City Council may, by resolution, make additional appropriations during the 2025-2026 Fiscal Year for unanticipated expenditures required of the City, but such expenditures shall not exceed the amount by which actual and anticipated revenues of the fiscal year are exceeding the revenues as estimated in the budget unless the appropriations are necessary to relieve an emergency endangering the public health, peace, or safety.

This Resolution shall take effect on July 1, 2025.

Approved this 4th day of June, 2025.

Jonathan T. Bowman, City Clerk

John R. Milewski II, Mayor



CITY OF IONIA

Fiscal Year 2025-2026 Budget

MAYOR

John R. Milewski II

CITY COUNCIL

Richard Starr II, Deputy Mayor

Margot Cook

Brenda Cowling

Dawn Ketchum

Tim Lee

Tom Millard

Troy Waterman

Jeff Winters

CITY CLERK

Jonathan Bowman

Precia Garland, City Manager

Chris Hyzer, Finance Director



May 1, 2025

Mayor Milewski and Councilmembers
Ionia City Hall
Ionia, Michigan 48846

RE: Fiscal Year 2025-2026 Budget

Dear Mayor Milewski and Councilmembers,

Article V of the Ionia City Charter requires the City Manager to prepare an annual budget for all City funds and transmit it to City Council by May 1, for adoption by June 15. In accordance with the Charter, I am pleased to submit the proposed Fiscal Year 2025-2026 budget for your consideration. The proposed budget includes a total appropriation of \$23,930,570 for all funds. Following the May work session, the FY25-26 budget is proposed for adoption at the June 4, 2025 regular City Council Meeting.

General Fund:

The FY25-26 General Fund budget as proposed includes expenditures of \$7,948,070 and revenues of \$7,620,000, leaving a balance of \$328,070 to be funded with \$250,000 in assigned fund balance for economic development and \$78,070 in unassigned fund balance. Compared to the prior fiscal year, expenditures are up by just \$66,000, due primarily to engineering services related to the Deerfield/Riverside redevelopment site, which were not initiated until late in the prior fiscal year. Year-end unassigned fund balance is projected at \$1,539,183, which is approximately 19% of expected expenditures and above the minimum 17% fund balance policy adopted by Council. A healthy fund balance is essential for cash-flowing the financial activities of the City and providing resources in the event of unforeseen revenue reductions or emergency expenditures.

Revenues: Total General Fund revenue is proposed at \$7,620,000, which is \$188,000, or 2.5% more than the amended FY 2024-25 budget. This increase is primarily reflective of modest gains in property taxes and income taxes. Given the current federal policy climate, uncertainty exists regarding the potential economic impact of tariffs, especially on local auto parts manufacturers and their associated production and payrolls. As a result, a very modest increase in income tax is anticipated.

A decrease is expected in our State Fire Protection Grant funding due to demolition of buildings at the former Deerfield/Riverside site, as well as depreciation of other state-owned properties. The largest source of revenue for the General Fund remains the City Income Tax, which is projected to

generate \$2,550,000 during FY25-26. The total General Fund millage applied to properties in the City is proposed at 7.15 mills, which includes 3.00 mills for general operating, 1.00 mill transferred to the DDA Fund for theatre operations, 2.00 mills for parks (received directly by the parks facilities improvements fund), and 1.15 mills for fire apparatus replacement.

Expenditures: General Fund expenditures are proposed to total \$7,948,070 for FY25-26, down \$29,780 from the prior year. Public Safety remains the largest cost center for the General Fund, composed of the Public Safety Department plus the Life EMS subsidy. These two service areas total \$3,651,961; about 46% of the total proposed expenditures for the General Fund. The second largest expenditure is Contributions to Other Funds, which totals \$930,000. Such contributions are transferred to other City funds to either help offset operating costs (Recreation Fund and DDA Fund) or finance capital improvements (Parks & Recreation Facilities Fund and Public Safety Vehicle Fund.)

Most line items in the General Fund remain consistent with those in the current fiscal year budget, as amended. Exceptions include wage and fringe benefit cost adjustments, special engineering and public safety policy updates, capital projects, plus inflationary increases as appropriate for select supplies and contractual services. No staffing increases are currently planned as part of this budget.

Debt/Financing: No debt is proposed to support General Fund activities during this fiscal year.

Major Street Fund:

Revenues: Revenues are proposed at \$1,143,986 for FY25-26. The Gas and Weight Tax, which is distributed by the State of Michigan based on a complex formula that considers several variables, including city street mileage and population, remains the largest source of revenue for the Major Street Fund, estimated at \$1,095,486.

Expenditures: Proposed expenditures total \$941,500 for FY25-26. This amount is down from the prior year given consistent maintenance activities but reduced major street road resurfacing planned this year, which includes Summit Street from Union to Rich Street (0.168 miles).

Debt/Financing: No debt is proposed to support Major Street Fund activities during this fiscal year.

Local Street Fund:

Revenues: Revenues are proposed at \$676,597 with Gas & Weight Tax at \$389,097 as the largest source of revenue. Revenues are down this fiscal year compared to the year prior due to a reduced \$150,000 contribution from the Major Street Fund (down from \$200,000 last year). The Local Street Fund also receives a proportionate share of the Ionia County millage levied for road improvements estimated at \$99,000, which has five years of remaining funding.

Expenditures: Expenditures are proposed at \$702,000 and are focused on traditional maintenance activities. Resurfacing of Union Street from Lincoln to Fargo (0.247 miles), Lytle Street from Union to Townsend (0.138 miles), and Kimball Alley (0.123 miles) are included in this fund at an estimated cost of \$355,000.

Debt/Financing: No debt is proposed to support Local Street Fund activities during this fiscal year.

Solid Waste Fund:

The Solid Waste Fund finances a variety of City services including street sweeping, street tree maintenance/removal, leaf and brush pick-up programs and the spring and fall “dump your junk” programs. The fund also acts as a fiduciary for trash and recycling service charges collected from residents, which are subsequently remitted to the city’s selected solid waste contractor, Granger Waste Services. Rate adjustments to the contract with Granger are made annually and based on the original bid rate, plus increases/decreases in the Consumer Price Index.

Revenues: Solid Waste Fund revenues are proposed at \$649,000, with primary revenues including \$144,000 from the 1.00 mill property tax levy authorized by Charter and \$395,000 from refuse collection fees.

Expenditures: Solid Waste Fund expenditures are anticipated at \$761,350, resulting in an operating gap of \$112,350, which is intentional and will be covered by available fund balance. The cost of the leaf and brush removal program remains the most expensive non-fee solid waste program that the City offers.

Consistent with the 2023 bid provided by Granger Waste Services, rates for services will be adjusted July 1, 2025. The new **quarterly** rates proposed for residents are as follows:

Bag Tags	\$4.25 per tag
Refuse Container	\$30.90
Curbside Recycling	\$13.50

Given that the fund balance within the Solid Waste Fund has reached a healthy level, whereas historically solid waste operations required an annual subsidy from the General Fund, we have reduced the Solid Waste millage in FY 25/26 and reassigned it to the Parks Facilities Improvement Fund, which is experiencing increased need due to recent park renovation and expansion projects.

Debt/Financing: No debt is proposed to support Solid Waste Fund activities during this fiscal year.

Parks Facilities Improvement Fund:

The City of Ionia is blessed with 18 various parks facilities throughout the city. Keeping these facilities in good shape and providing for their renovation on a rotating basis requires the city to regularly seek grant funding and generate matching funds. The Parks Facilities Improvement Fund was established for that purpose.

Revenues: There are generally three primary revenue sources utilized by the Parks Facilities Improvement Fund. They include:

- a dedicated property tax millage – this year allocated at 2 mills and estimated to generate \$288,000
- state grant funding of \$400,000, and
- a regular contribution from the General Fund, this year proposed at \$100,000.

Expenditures: Expenditures are proposed at \$1,036,000 for FY25-26 and reflect construction activities at the Armory/Community Center Building and construction of Phase I of Steele Street Park. The projected gap of \$195,000 between revenues and expenditures will be covered by available fund balance.

Downtown Development Authority Fund:

Revenues: DDA Fund revenues are expected to total \$313,000 for FY25-26. The DDA's development and tax increment financing plan expired several years ago, leaving transfers in from the General Fund totaling \$250,000 as the fund's major source of revenue. Consideration should be given to establishing a new development and tax increment financing plan for the district as private sector plans for significant redevelopment activities materialize. To support its administrative and marketing operations, the DDA levies 2 mills within the DDA District as permitted by state statute, which is expected to generate \$46,000.

Expenditures: DDA Fund expenditures total \$345,230, resulting in a gap of \$32,230, which will be covered by available fund balance. The largest expenditure for the DDA Fund is Administration at \$289,530, which includes \$185,000 for Ionia Theatre capital improvements, since the DDA is the official owner of the theatre.

Debt/Financing: No debt is proposed to support DDA Fund activities during this fiscal year.

Recreation Department Fund:

Revenues: Revenues are expected to total \$538,900 this fiscal year. The largest source of revenue for the Recreation Fund continues to be a transfer from the General Fund, proposed at \$400,000, which is a \$75,000 increase from three years ago. Revenues generated by registration fees, rentals and special events are growing, but not as robustly as hoped.

Expenditures: Expenditures are proposed at \$554,613 for FY25-26, resulting in a funding gap of \$15,713, which will be covered by available fund balance. The largest expenditures in the Recreation Fund relate to staffing and parks maintenance, which will total \$473,513 in FY25-26. Staffing increased part-way through FY22-23 from 1.6 to 2.0 FTEs due to significant understaffing. A part-time maintenance person, combined with an existing part-time maintenance position at the Ionia Theatre was hired in FY23-24, adding 0.3 FTEs to the department for a new total of 2.3 FTEs. The department remains understaffed by all normal industry standards. Equipment rental expenses increased by \$40,000 in FY21-22 when the subsidy provided by the Central Garage Fund for park mowing operations was discontinued.

Debt/Financing: No debt is proposed to support Recreation Fund activities during this fiscal year.

Theatre Fund:

Sustainability of the Theatre Fund continues to be a major concern that necessitates increased operating revenues in FY25-26 and beyond, if operations are to continue. A study was recently completed under the guidance of an ad-hoc committee appointed by Mayor Milewski to identify potential pathways for increased theatre attendance and revenues. As it presently stands, revenues consistently fall short of covering operating costs, let alone providing any funding for needed capital improvement projects.

The FY25-26 Theatre Fund budget proposes revenues totaling \$405,100, with 46% transferring in from the DDA Fund – which in turn is largely subsidized by the General Fund. Expenditures are anticipated to total \$481,850, with \$185,000 in necessary capital projects that include a new roof and lighting for live performances.

Currently, the City levies a special millage of one mill for theatre capital projects. One mill generates approximately \$144,000. Because cash fund balance is now exhausted and operating revenues fall approximately \$77,000 short of operating expenses, it will be necessary to either transfer additional funds from the General Fund or forego some capital projects to cover operating expenses. If the \$77,000 operating subsidy becomes necessary, then funds remaining for capital projects will be reduced to \$108,000. In a nutshell, this will cover the roof but not the lighting, or vice-versa.

As stated last fiscal year, unless additional operating revenues nearing at least \$80,000 annually are generated beginning this fiscal year, the City must decide if it is willing to provide additional subsidy to cover that shortfall, in addition to its current capital projects subsidy. As previously noted, funds are currently included in this fiscal year to address replacement of the main theatre roof, which is estimated at \$95,000. The Capital Improvement Plan currently includes \$573,000 in theatre projects over the next six years with \$448,000 derived from millage and the balance of \$125,000 from fundraising and/or grants. Over the next six years, one mill will generate \$932,000. However, if \$600,000 of that revenue is needed to subsidize annual operations, only \$332,000 will remain for capital projects. It goes without saying that every effort must be made to expand revenue-generating opportunities from this point forward to keep the theatre doors open.

Dial-A-Ride Fund:

Revenues: Dial-A-Ride Fund revenues are proposed to total \$2,162,949 for FY25-26, a nearly \$500,000 increase over the prior fiscal year due to creation of the new I-Go micro-transit service. The Dial-A-Ride Fund budget is supported by a variety of revenue sources ranging from local property taxes (\$105,000) to various types of state and federal aid (\$1,977,738). Revenues generated by fares (\$76,750) makes up just 3.5% of total estimated FY25-26 revenues.

Expenditures: Dial-A-Ride Fund expenditures are expected to total \$2,148,499, for a small operating surplus of \$14,450. The largest expenditure area for the Dial-A-Ride Fund is operations at \$1,212,499. Not far behind are capital project expenditures at \$936,000.

Debt/Financing: No debt is proposed to support Dial-A-Ride Fund activities during this fiscal year.

Sewer Fund:

Revenues: Sewer Fund revenues are anticipated to total \$3,420,941 during FY25-26, up \$105,000, or 2.95% over the prior year. Revenue from state institutions is expected to stabilize this year following several years of decline due to a prison closure as well as declining prisoner population. From FY 21-22 to FY 23-24, revenue from state institutions dropped by \$254,000 or 23%. To keep pace with capital and operating costs, sanitary sewer utility charges are proposed to change slightly, as follows:

	<u>Current</u>	<u>Proposed</u>
Sewer Commodity Charge	\$4.87/1,000 gallons	\$4.90/1,000 gallons
Sewer Debt Service Charge	\$44.59/REU/quarter	\$45.00/REU/quarter

Expenditures: Sewer Fund expenditures are proposed at \$3,420,941 during FY25-26, resulting in a operating surplus of \$246,059. Following the City's share of two years of significant capital expenditures to renovate the WWTP oxidation towers, it is now time to work on rebuilding fund balance. The largest expenditure planned this year within the fund is \$1,800,000 for normal contractual services related to the City's share of operating the wastewater treatment plant. Most other line items in the Sewer Fund are modestly increased from the prior fiscal year to reflect increased cost for supplies and labor.

Debt/Financing: No new debt is proposed to support Sewer Fund activities during this fiscal year. A debt payment of \$1,008,141 (principal plus interest) is budgeted as required per the amortization schedule on existing debt for past infrastructure projects.

Water Fund:

Revenues: Water Fund revenues are expected to total \$3,197,000 during FY25-26. The largest source of operating revenue for the Water Fund is the charge for services to utility customers at \$2,230,000. This budget still reflects a modest decline (\$25,000) in revenues derived from state institutions, due to falling prisoner population. Consistent with the Water & Sewer Rate Study recently performed by Municipal Analytics, a slight adjustment in water utility charges is recommended to keep pace with operating and capital replacement costs as follows:

	<u>Current</u>	<u>Proposed</u>
Water Commodity Charge	\$4.20/1,000 gallons	\$4.60/1,000 gallons
Water Debt Service Charge	\$33.39/REU/qtr	\$34.00/REU/qtr

Expenditures: Expenditures are proposed at \$2,756,017 for FY25-26, resulting in an operating surplus of \$440,983, which is needed to help rebuild cash balance after recent capital improvement projects, as well as to fund future projects. The largest expenditure area for the Water Fund is Administration at \$1,450,017, which includes debt payments.

Debt/Financing: No new debt is proposed to support Water Fund activities during this fiscal year. As noted above, a principal and interest payment totaling \$1,063,017 is planned related to past infrastructure projects.

Ionia Regional Utilities Authority Fund:

The Ionia Regional Utilities Authority (IRUA), pursuant to the Master Contract between the City and four townships, is required to adopt an annual budget. On behalf of IRUA, city staff has prepared and distributed a proposed IRUA budget, which the board will consider at its June 5, 2025 meeting. The budget is also included in the City of Ionia annual budget as a component unit fund and calls for revenues and expenditures as follows:

Revenues: Revenues for the IRUA Fund are expected to total \$2,228,000. The largest source of revenue for the IRUA Fund is customer usage fees at \$2,166,000.

Expenditures: Expenditures are anticipated at \$2,228,000 resulting in a break-even operation. With recent completion of the oxidation towers project, the largest expenditure area for the IRUA Fund is Administration at \$1,272,000, which includes \$385,000 in ordinary capital outlay expense.

Debt/Financing: No debt is proposed to support IRUA Fund activities during this fiscal year.

Central Garage Fund:

The Central Garage Fund is an internal service fund that charges for equipment (trucks, mowers, etc.) utilized by other funds. Most equipment owned by the Central Garage Fund is rented to other City funds such as the Major and Local Street Funds, Sewer Fund, Water Fund and Recreation Fund. The rental rates charged not only cover the equipment depreciation cost but also repair and maintenance, insurance, and fuel expenses. Maintenance and operational expenses associated with the City's public works facilities are also charged to this fund.

Revenues: Revenues for the Central Garage Fund are projected to total \$512,000. The largest source of revenue for the Central Garage Fund is the equipment rental fee charged other City funds totalling \$445,000.

Expenditures: Expenditures are projected to total \$563,000. The largest expenditure is Capital Outlay at \$145,000 to complete the purchase of a new, fully equipped dump/salt truck for the Public Works Department, as well as a hot patch trailer.

Debt/Financing: No debt is proposed to support Central Garage Fund activities during this fiscal year.

Miscellaneous Funds: The City has several miscellaneous funds; the majority of which are for either debt service or capital improvement project purposes. An explanation of each fund follows:

Public Safety Vehicle Replacement Fund – This fund finances the replacement of Public Safety Department fire apparatus. The fund is supported by a 1.15 mill property tax levy collected by the General Fund and transferred to this fund. Following last year's purchase of a new pumper/tanker fire truck, this fund is working to rebuild fund balance for the next future apparatus acquisition.

Brownfield Redevelopment Authority Fund – This fund acts as the clearing fund for property tax revenues captured from eligible properties included in a Brownfield Plan for eligible activities. Currently, only one plan is approved for eligible activities at 340 W. Main Street, which is expected to facilitate over \$800,000 in private investment to completely renovate this downtown building. The brownfield TIF capture related to this project is currently delayed by the 12-year Obsolete Property Rehabilitation Exemption (OPRE).

Drug Forfeiture Fund – As required by law, the Drug Forfeiture Fund collects revenues generated from the sale of assets seized through drug-related arrests. Revenues may only be used for purposes authorized by statute, such as for items that further the City's efforts to improve drug enforcement activities. Funds have been building in this fund, which will facilitate a \$2,500 expenditure on equipment this fiscal year.

Opioid Settlement Fund – The Opioid Settlement Fund was mandated by the Michigan Department of Treasury in FY22-23 for any municipality participating in state-facilitated settlements with responsible drug companies for the detrimental effects of opioids addiction on society. The City is participating in two such settlements and anticipates revenues of \$5,000 in FY25-26, which will be spent on opioid abatement activities.

Public Safety Donations Fund – This fund collects revenues generated by fundraising activities by the Public Safety Department, such as the annual pancake breakfast. Revenues are used to purchase firefighting-related equipment. This fiscal year, \$4,900 in revenues and \$5,000 in expenditures are expected, based in part on available fund balance.

Environmental Response Fund – This fund finances environmental monitoring and remediation efforts at the former Cleveland Street Landfill. The fund is supported by a special millage of 0.1008 mills. The cash balance in this fund is assisting in funding the gap between revenues of \$21,000 and expenditures of \$25,000. Expenditures return to normal this year reflective of quarterly monitoring and reporting activities.

Capital Improvement Projects (CIP) Fund - The CIP Fund receives revenues from other City funds and acts as a central clearing house for purchasing and paying capital project expenditures. Because there are no street reconstruction projects planned for this fiscal year, no revenues or expenditures are planned.

DEBT SCHEDULE: Amortization schedules for the City’s debt are attached. The City’s debt totals \$28,128,034 in principal and interest, payable through 2043, of which \$2,119,496 will be paid from the FY25-26 budget.

CAPITAL IMPROVEMENT PLAN: A Capital Improvement Plan was approved prior to this budget and includes proposed projects or purchases for the next six fiscal years, the first year of which has been incorporated into this FY25-26 budget for appropriation.

PROPERTY TAXES: This budget will be partially supported by revenues generated through property taxes. The following millage rates are proposed:

<u>FUND</u>	<u>PURPOSE</u>	<u>MILLAGE</u>
General Fund	General Operating	3.00 mills
General Fund	Theatre Improvements	1.00 mills
General Fund	Parks System Improvements	2.00 mills
General Fund	Public Safety Apparatus	1.15 mills
Solid Waste Fund	Solid Waste Disposal	1.00 mills
Environmental Response	Operating	.1008 mills
Dial-A-Ride	Public Transportation	<u>.7252 mills</u>
	TOTAL	8.976 mills

In conclusion, the FY25-26 budget presents a significant proposed commitment of financial resources to provide a wide variety of municipal services. We have worked hard to maximize every tax dollar to continue top-notch maintenance and enhancement of the city’s infrastructure and public service array. While all funds presented in this budget are balanced without the need for issuing new debt, we have noted the anticipated challenges we face with operational funding for the Recreation Fund and Theatre Fund in this fiscal year and beyond.

Teamwork is essential to assembling an annual City budget of this size and I am pleased to report the City of Ionia's administrative leadership team is second to none, consistently requesting departmental budgets that are well planned and respectful of our valuable and limited resources. Finally, all of this is possible, thanks to your continued vision, leadership and support in making the City of Ionia the best place it can be!

Sincerely yours,

A handwritten signature in blue ink, reading "Precia L. Garland". The signature is fluid and cursive, with the first name "Precia" being more prominent.

Precia L. Garland
City Manager

City of Ionia

Fiscal Year 2025-2026 Budget

Budget Resolution



**A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF IONIA ADOPTING
 THE FISCAL YEAR 2025-2026 BUDGET FOR ALL CITY FUNDS AND SETTING THE
 MILLAGE RATE TO SUPPORT SAID BUDGET**

WHEREAS, pursuant to MCL 141.412 and Section 5.05 of the City Charter, notice of a public hearing on the proposed budget was published in a newspaper of general circulation on May 17, 2025, and a public hearing on the proposed budget was held on June 4, 2025, now, therefore,

BE IT RESOLVED, that the proposed 2025-2026 Fiscal Year Budget be adopted and that commencing July 1, 2025 and ending June 30, 2026, the following revenues and expenditures are hereby established and appropriated on a governmental fund basis.

BE IT FURTHER RESOLVED, that the estimated revenues and expenditures for Fiscal Year 2025-2026 are as follows:

	Revenues	Expenditures
<u>General Fund</u>		
Property Taxes	\$ 685,000	
Income Taxes	\$ 2,550,000	
State Revenues	\$ 1,420,000	
Charges for Service	\$ 2,380,000	
License and Permits	\$ 166,000	
Interest	\$ 150,000	
Miscellaneous	\$ 269,000	
Council		\$ 54,250
City Manager		\$ 451,586
Elections		\$ 15,000
Accounting		\$ 586,060
Independent Audit		\$ 7,000
Income Tax Administration		\$ 125,130
Front Office		\$ 198,962
Planning & Zoning		\$ 56,500
Assessor		\$ 63,500
City Legal Fees		\$ 105,000
Board of Review		\$ 1,500
Festivals & Events		\$ 9,250
Data Processing Department		\$ 169,000
Clerk		\$ 84,771
Building – Grounds		\$ 356,700
Other Offices		\$ 675,500
Ambulance		\$ 52,000
Public Safety		\$ 3,599,961
Street Lights		\$ 120,500
Oak Hill Cemetery		\$ 35,900
Economic Development		\$ 250,000
Contributions – Other Funds		\$ 930,000
TOTAL	\$ 7,620,000	\$ 7,890,600

	Revenues	Expenditures
	<u>Special Revenue Funds</u>	
Major Street Fund	\$ 1,143,986	\$ 941,500
Local Street Fund	\$ 676,597	\$ 702,000
Solid Waste Fund	\$ 649,000	\$ 761,350
Recreation Fund	\$ 538,900	\$ 554,613
Drug Forfeiture Fund	\$ 1,150	\$ 2,500
Parks Facilities Improvement Fund	\$ 841,000	\$ 1,036,000
Public Safety Vehicle Replacement Fund	\$ 169,000	\$ -0-
Public Safety Donation Fund	\$ 4,900	\$ 5,000
Opioid Settlement Fund	\$ 5,050	\$ 1,000
	<u>Capital Project Funds</u>	
Sidewalk Program Fund	\$ -0-	\$ -0-
Environmental Response Fund	\$ 21,000	\$ 25,000
Capital Improvement Projects Fund	\$ -0-	\$ -0-
	<u>Enterprise Funds</u>	
Theatre	\$ 405,100	\$ 481,850
Dial-A-Ride Fund	\$ 2,162,949	\$ 2,148,499
Sewer Fund	\$ 3,667,000	\$ 3,420,941
Water Fund	\$ 3,197,000	\$ 2,756,017
	<u>Internal Service Fund</u>	
Central Garage Fund	\$ 512,000	\$ 563,000
	<u>Permanent Fund</u>	
Cemetery Trust Fund	\$ -0-	\$ -0-
	<u>Component Units</u>	
Downtown Development Authority Fund	\$ 313,000	\$ 345,230
LDFA	\$ -0-	\$ -0-
Brownfield	\$ 1,500	\$ 10,000
	<u>Joint Venture</u>	
Ionia Regional Utilities Authority Fund	\$ <u>2,228,000</u>	\$ <u>2,228,000</u>
TOTAL	\$ 24,157,132	\$ 23,930,570

The ability to meet all expenditures shall be from available surplus in each fund.

BE IT FURTHER RESOLVED, that the approved employee positions on the Position Roster List contained in the budget by appropriation values shall limit the number of employees who can be employed and no funds are appropriated for any regular full or part-time position or employee not on the Approved Position Roster, unless approved by resolution of the City Council.

BE IT FURTHER RESOLVED, that to meet the operational requirements of the below referenced funds that all the following millage rates be approved and levied by the City on the Summer 2024 property tax bill:

<u>FUND</u>	<u>PURPOSE</u>	<u>MILLAGE</u>
General Fund	General Operating	3.0000 mills*
General Fund	Theatre Improvements	1.0000 mills*
General Fund	Parks System Improvements	2.0000 mills*
General Fund	Public Safety Apparatus	1.1500 mills*
Solid Waste Fund	Solid Waste Disposal	1.0000 mills**
Environmental Response	Operating	0.1008 mills*
Dial-A-Ride	Public Transportation	<u>0.7233</u> mills*
	TOTAL	8.9741 mills

* Authorized by the City Charter

** Authorized by Ordinance No. 437 of the City Code

BE IT FURTHER RESOLVED, that 2.00 mills be levied against all real and personal property located in the Downtown Development District for the purpose of offsetting the expenses associated with operating the Downtown Development Authority and financing improvements within the District; and,

BE IT FURTHER RESOLVED, that the FY 2026-2031 Capital Improvement Plan previously approved is hereby confirmed as an illustrative list of potential future City projects, with projects listed in FY 2026 specifically appropriated as detailed in the FY 2025-2026 budget.

BE IT FURTHER RESOLVED, that the City Manager is hereby authorized to make budgetary transfers within the appropriation centers established throughout this budget. All transfers between appropriations may be made only by further resolution of the City Council pursuant to Section 5.04 of the City Charter and Section 19(2) of the provisions of the Michigan Uniform Accounting and Budget Act.

BE IT FURTHER RESOLVED, that the City Council may, by resolution, make additional appropriations during the 2025-2026 Fiscal Year for unanticipated expenditures required of the City, but such expenditures shall not exceed the amount by which actual and anticipated revenues of the fiscal year are exceeding the revenues as estimated in the budget unless the appropriations are necessary to relieve an emergency endangering the public health, peace, or safety.

This Resolution shall take effect on July 1, 2025.

Approved this 4th day of June, 2025.

Jonathan T. Bowman, City Clerk

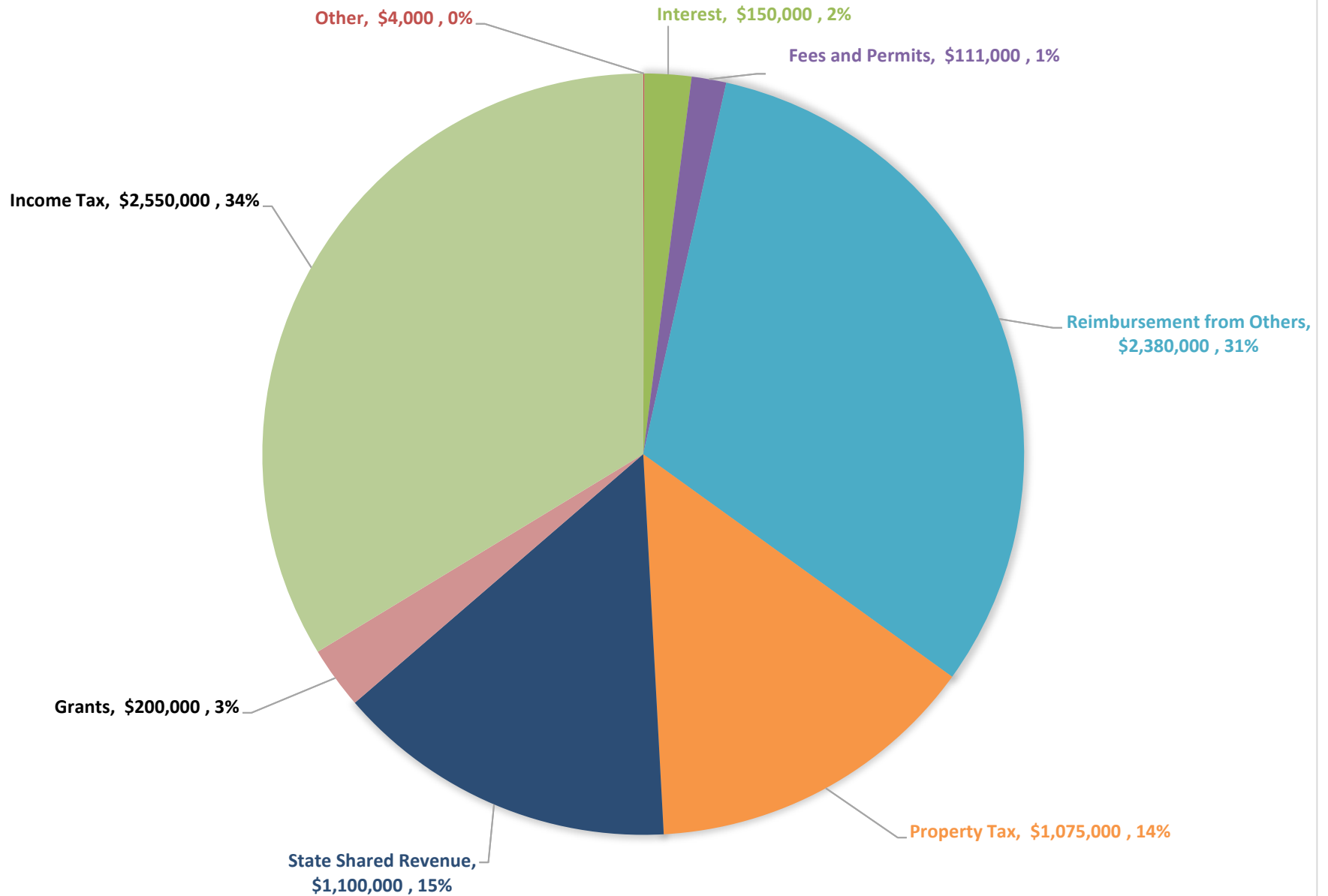
John R. Milewski II, Mayor

City of Ionia

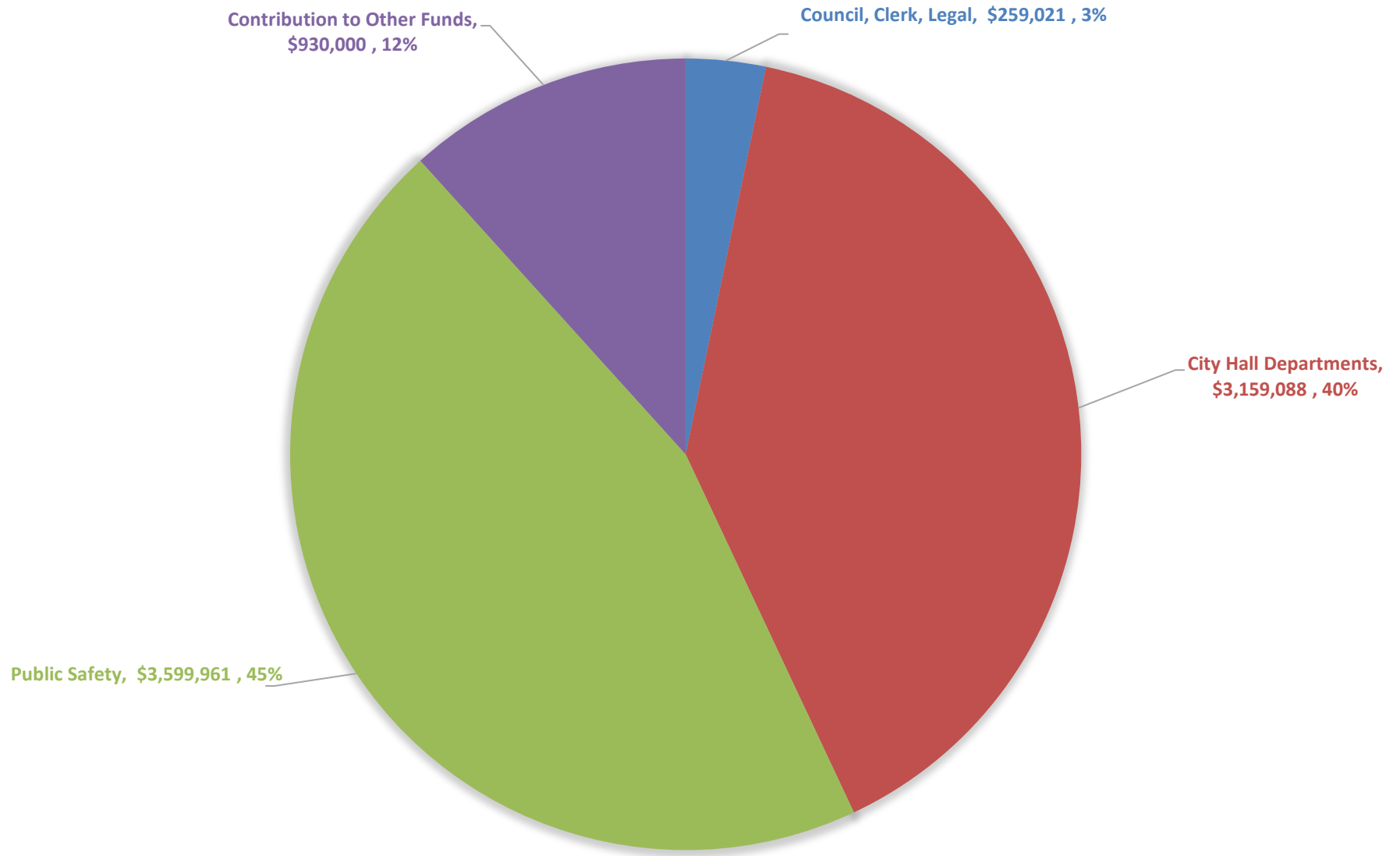
Fiscal Year 2025-2026 Budget

General Fund

GENERAL FUND REVENUES
2025-2026: \$7,620,000



GENERAL FUND EXPENDITURES
2025-2026: \$7,948,070



				24-25	25-26
		22-23	23-24	Amended	Recommended
GL Number	Description	Activity	Activity	Budget	Budget
Fund: 101 GENERAL					
Estimated Revenues					
101-000.000-409.000	CURRENT PROPERTY TAXES	616,237	638,102	650,000	685,000
101-000.000-425.000	INCOME TAX REVENUES	3,041,636	3,353,821	2,450,000	2,550,000
101-000.000-427.000	PAYMENT IN LIEU OF TAX	21,906	26,293	24,000	25,000
101-000.000-439.000	ADULT USE MARIJUANA	103,886	119,169	110,000	115,000
101-000.000-445.000	PENALTIES AND INTEREST ON TAXS	39,526	20,886	20,000	20,000
101-000.000-447.000	PROPERTY TAX ADMINISTRATIVE FE	55,506	58,407	55,000	59,000
101-000.000-450.000	LICENSES AND PERMITS	70,465	48,655	50,000	50,000
101-000.000-453.000	CODE ENFORCEMENT FEES	580	2,695	2,500	2,000
101-000.000-502.000	FEDERAL GRANT	1,595	-	-	-
101-000.000-528.000	FEDERAL GRANTS - OTHER	-	5,988	-	-
101-000.000-569.000	STATE GRANT	8,975	44,833	114,000	200,000
101-000.000-569.345	State Grant - MCOLES CPE	-	7,000	-	-
101-000.000-573.000	LOCAL COMMUNITY STABILIZATION SHARE APPR	148,395	139,544	120,000	120,000
101-000.000-574.000	STATE SHARED REVENUES	1,000,198	1,012,676	1,100,000	1,100,000
101-000.000-579.000	STATE LIQUOR LICENSE FEES	4,253	6,562	5,900	5,000
101-000.000-627.000	CHARGE FOR SERVICE ADMINISTRAT	583,522	604,560	580,000	580,000
101-000.000-628.000	CHARGE FOR SERVICES FIRE	1,864,064	1,910,262	1,835,000	1,800,000
101-000.000-628.500	CHARGE FOR SERVICES - PUBLIC SAFETY	50,729	21,333	-	-
101-000.000-657.000	PARKING FINES/RESTRICTED	1,950	580	2,000	2,000
101-000.000-659.000	DISTRICT COURT FINES	6,598	5,783	6,000	6,000
101-000.000-665.000	INTEREST	105,358	226,023	150,000	150,000
101-000.000-667.000	RENTS & ROYALTIES	95,584	113,066	97,000	98,000
101-000.000-675.000	GIFTS DONATIONS	-	1,918	1,400	-
101-000.000-675.010	DONATIONS - BLOCKER MEMORIAL	9,995	-	-	-
101-000.000-675.011	DONATION FOR COUNCIL	-	1,825	-	-
101-000.000-688.000	OTHER REVENUE	25,203	74,413	25,000	25,000
101-000.000-688.248	Other Income - Sesquicentennial	-	3,956	-	-
101-000.000-688.345	OTHER INCOME - PUBLIC SAFETY	15,590	146,742	20,000	18,000
101-000.000-688.346	PUB SAFETY - DDRIVER REIMB	843	-	700	-
101-000.000-688.349	OTHER REVENUE - RESTITUTION	552	983	500	-
101-000.000-695.000	SALE OF PROPERTY	163,641	1,680	13,000	10,000
101-000.000-699.151	CONTRIBUTION FROM CEMETERY TRUST FUND	-	-	-	-
Estimated Revenues		8,036,788	8,597,756	7,432,000	7,620,000

CITY OF IONIA
Fiscal Year 2025-2026
Budget Document

GENERAL FUND
Revenues

Line Item: Property Tax Revenue

Line Item Number: 101-000-000-409.000

Current Fiscal Year Adopted: \$650,000

New Fiscal Year Recommended: \$685,000

Description: Revenues received in the form of property tax revenues from properties located in the City. The amount budgeted is based on 3.00 mills general operating, 1.00 mill for the Ionia Theatre improvements, 1.00 mill for parks facilities and 1.15 mills for Public Safety apparatus.

Line Item: Income Tax Revenues

Line Item Number: 101-000-000-425.000

Current Fiscal Year Adopted: \$2,450,000

New Fiscal Year Recommended: \$2,550,000

Description: Revenues received in the form of income tax revenues. Residents pay 1% of payroll and non-residents pay .5% of payroll.

Line Item: Payment in Lieu of Taxes

Line Item Number: 101-000-000-427.000

Current Fiscal Year Adopted: \$24,000

New Fiscal Year Recommended: \$25,000

Description: Revenues received in the form of payment in lieu of taxes for apartment complexes in the City that are state or federally subsidized.

Line Item: Adult Use Marijuana

Line Item Number: 101-000-000-439.000

Current Fiscal Year Adopted: \$110,000

New Fiscal Year Recommended: \$115,000

Description: Revenue received from the State of Michigan for the Marijuana Retailers Excise Tax.

Line Item: Penalties and Interest
Line Item Number: 101-000-000-445.000
Current Fiscal Year Adopted: \$20,000
New Fiscal Year Recommended: \$20,000
Description: Revenues received in the form of penalty and interest on delinquent property taxes.

Line Item: Administration Fee
Line Item Number: 101-000-000-447.000
Current Fiscal Year Adopted: \$55,000
New Fiscal Year Recommended: \$59,000
Description: Revenues received in the form of the 1% administrative fee for collection of property taxes.

Line Item: Licenses and Permits
Line Item Number: 101-000-000-450.000
Current Fiscal Year Adopted: \$50,000
New Fiscal Year Recommended: \$50,000
Description: Revenues received from the issuance of miscellaneous permits.

Line Item: Code Enforcement Fees
Line Item Number: 101-000-000-453.000
Current Fiscal Year Adopted: \$2,500
New Fiscal Year Recommended: \$2,000
Description: Revenues received through code enforcement, this includes annual rental inspection fees.

Line Item: State Grant
Line Item Number: 101-000-000-569.000
Current Fiscal Year Adopted: \$114,000
New Fiscal Year Recommended: \$200,000
Description: Funds received from the state government in the form of grant proceeds.

Line Item: Local Community Stabilization Grant

Line Item Number: 101-000-000-573.000

Current Fiscal Year Adopted: \$120,000

New Fiscal Year Recommended: \$120,000

Description: Revenues received from the State of Michigan in lieu of local personal property tax payments.

Line Item: State Revenue Sharing

Line Item Number: 101-000-000-574.000

Current Fiscal Year Adopted: \$1,100,000

New Fiscal Year Recommended: \$1,100,000

Description: Revenues received from the State of Michigan for revenue sharing.

Line Item: Liquor License Fees

Line Item Number: 101-000-000-579.000

Current Fiscal Year Adopted: \$5,900

New Fiscal Year Recommended: \$5,000

Description: Revenues received from the State for fees collected for the liquor licenses issued to establishments in the City.

Line Item: Charges for Service - Administration

Line Item Number: 101-000-000-627.000

Current Fiscal Year Adopted: \$580,000

New Fiscal Year Recommended: \$580,000

Description: Revenues received from other major City funds for having City Hall staff provide accounting and administrative oversight of the operation of the other funds.

Line Item: Charges for Service - Fire

Line Item Number: 101-000-000-628.000

Current Fiscal Year Adopted: \$1,835,000

New Fiscal Year Recommended: \$1,800,000

Description: Revenues received from the State of Michigan for providing fire protection for the state-owned properties.

Line Item: Parking Fines
Line Item Number: 101-000-000-657.000
Current Fiscal Year Adopted: \$2,000
New Fiscal Year Recommended: \$2,000
Description: Revenues received from the issuance of parking tickets.

Line Item: District Court Fines
Line Item Number: 101-000-000-659.000
Current Fiscal Year Adopted: \$6,000
New Fiscal Year Recommended: \$6,000
Description: Revenues received in the form of fines and costs for ordinance violations.

Line Item: Interest
Line Item Number: 101-000-000-665.000
Current Fiscal Year Adopted: \$150,000
New Fiscal Year Recommended: \$150,000
Description: Revenues received in the form of interest income on reserves held by the General Fund.

Line Item: Rents & Royalties
Line Item Number: 101-000-000-667.000
Current Fiscal Year Adopted: \$97,000
New Fiscal Year Recommended: \$98,000
Description: Revenues received from Charter Cable for franchise fees, Alltel for tower rental, leasing of unused property around the Ionia Free Fair for crop farming purposes and other miscellaneous sources.

Line Item: Other Revenue
Line Item Number: 101-000-000-688.000
Current Fiscal Year Adopted: \$25,000
New Fiscal Year Recommended: \$25,000
Description: Revenues received from miscellaneous sources, non-sufficient funds fees, City Hall conference room rental, copies, etc.

Line Item: Other Revenue – Public Safety

Line Item Number: 101-000-000-688.345

Current Fiscal Year Adopted: \$20,000

New Fiscal Year Recommended: \$18,000

Description: Revenues received from miscellaneous sources directly attributable to Public Safety Department activities. This includes for staffing the Free Fair, 302 Training Funds and copy revenue and restitution.

Line Item: Drunk Driver Reimbursement – Public Safety

Line Item Number: 101-000-000-688.346

Current Fiscal Year Adopted: \$700

New Fiscal Year Recommended: \$-0-

Description: Revenues received in the form of drunk driver reimbursement from District Court.

Line Item: Other Revenue - Restitution

Line Item Number: 101-000-000-688.349

Current Fiscal Year Adopted: \$500

New Fiscal Year Recommended: \$-0-

Description: Revenues received in the form of reimbursement from District Court for prosecution restitution.

Line Item: Sale of Property

Line Item Number: 101-000-000-695.000

Current Fiscal Year Adopted: \$13,000

New Fiscal Year Recommended: \$10,000

Description: Revenues received from the sale of miscellaneous property including retired police cruisers.

				24-25	25-26
		22-23	23-24	Amended	Recommended
GL Number	Description	Activity	Activity	Budget	Budget
Appropriations					
Department: COUNCIL					
101-101.000-702.000	SALARY & WAGES	13,946	16,400	21,000	22,000
101-101.000-710.000	PAYROLL TAXES & FRINGE BENEFIT	1,086	1,278	2,000	2,000
101-101.000-727.000	OFFICE SUPPLIES	43	1,460	750	750
101-101.000-801.000	CONTRACTUAL & PROFESSIONAL SEV	-	-	500	500
101-101.000-860.000	TRANSPORTATION AND TRAINING	85	1,845	2,500	3,000
101-101.000-861.000	MEMBERSHIP AND DUES	18,818	19,106	21,000	22,000
101-101.000-880.000	CITY COUNCIL PUBLIC RELATIONS	2,198	23,529	4,000	4,000
Total Department COUNCIL:		36,175	63,618	51,750	54,250
Department: CITY MANAGER					
101-172.000-702.000	SALARY & WAGES	214,834	217,607	218,500	261,450
101-172.000-710.000	PAYROLL TAXES & FRINGE BENEFIT	116,501	138,742	158,000	154,836
Department: CITY MANAGER					
101-172.000-727.000	OFFICE SUPPLIES	1,469	1,710	1,800	2,500
101-172.000-801.000	CONTRACTUAL & PROFESSIONAL SEV	-	24,212	25,000	25,000
101-172.000-860.000	TRANSPORTATION AND TRAINING	4,137	3,003	4,600	5,500
101-172.000-861.000	MEMBERSHIP AND DUES	1,669	1,771	1,800	2,300
Total Department CITY MANAGER:		338,609	387,045	409,700	451,586
Department: ELECTIONS					
101-191.000-727.000	OFFICE SUPPLIES	10,330	8,072	7,500	5,000
101-191.000-801.000	CONTRACTUAL & PROFESSIONAL SEV	14,101	16,914	28,000	10,000
Total Department ELECTIONS:		24,430	24,986	35,500	15,000
Department: ACCOUNTING					
101-201.000-702.000	SALARY & WAGES	259,416	259,749	265,750	271,650
101-201.000-710.000	PAYROLL TAXES & FRINGE BENEFIT	211,764	214,193	237,000	308,410
101-201.000-727.000	OFFICE SUPPLIES	3,750	3,926	3,700	4,000
101-201.000-860.000	TRANSPORTATION AND TRAINING	580	563	2,000	2,000
Total Department ACCOUNTING:		475,510	478,431	508,450	586,060
Department: INDEPENDENT AUDIT					
101-202.000-801.000	CONTRACTUAL & PROFESSIONAL SEV	4,550	5,000	6,000	7,000
Total Department INDEPENDENT AUDIT:		4,550	5,000	6,000	7,000
Department: INCOME TAX ADMINISTRATION					
101-203.000-702.000	SALARY & WAGES	66,805	66,905	70,750	66,850
101-203.000-710.000	PAYROLL TAXES & FRINGE BENEFIT	33,607	35,188	38,500	36,780

				24-25	25-26
		22-23	23-24	Amended	Recommended
GL Number	Description	Activity	Activity	Budget	Budget
101-203.000-728.000	POSTAGE	5,464	6,218	6,000	6,000
101-203.000-740.000	OPERATING SUPPLIES	8,260	7,130	6,000	6,000
101-203.000-801.000	CONTRACTUAL & PROFESSIONAL SEV	5,187	11,190	7,500	9,000
101-203.000-860.000	TRANSPORTATION AND TRAINING	187	163	500	500
Total Department INCOME TAX ADMINISTRATION:		119,511	126,795	129,250	125,130
Department: FRONT OFFICE					
101-204.000-702.000	SALARY & WAGES	120,185	127,945	129,900	130,200
101-204.000-710.000	PAYROLL TAXES & FRINGE BENEFIT	60,391	60,442	62,650	67,012
101-204.000-727.000	OFFICE SUPPLIES	204	138	1,250	1,250
101-204.000-860.000	TRANSPORTATION AND TRAINING	-	-	500	500
Total Department FRONT OFFICE:		180,780	188,526	194,300	198,962
Department: PLANNING & ZONING					
101-208.000-801.000	CONTRACTUAL & PROFESSIONAL SEV	30,257	88,072	65,000	55,000
101-208.000-900.000	PUBLISHING	1,702	1,887	1,000	1,000
101-208.000-956.000	MISCELLANEOUS EXPENSE	308	-	500	500
Total Department PLANNING & ZONING:		32,267	89,960	66,500	56,500
Department: ASSESSOR					
101-209.000-727.000	OFFICE SUPPLIES	2,429	1,781	2,500	2,500
101-209.000-801.000	CONTRACTUAL & PROFESSIONAL SEV	60,173	45,600	61,000	61,000
Total Department ASSESSOR:		62,601	47,381	63,500	63,500
Department: CITY LEGAL FEES					
101-210.000-801.000	CONTRACTUAL & PROFESSIONAL SEV	56,384	57,862	55,000	45,000
101-210.000-801.002	LEGAL FEES - PROSECUTION	77,704	53,966	70,000	60,000
Total Department CITY LEGAL FEES:		134,088	111,827	125,000	105,000
Department: BOARD OF REVIEW					
101-247.000-801.000	CONTRACTUAL & PROFESSIONAL SEV	585	812	1,250	1,500
Total Department BOARD OF REVIEW:		585	812	1,250	1,500
Department: FESTIVAL & EVENTS					
101-248.000-707.000	CENTRAL GARAGE ALLOCATION	2,891	4,872	5,000	5,000
101-248.000-710.000	PAYROLL TAXES & FRINGE BENEFIT	1,863	2,454	3,000	3,000
101-248.000-740.000	OPERATING SUPPLIES	-	43	350	500
101-248.000-940.000	EQUIPMENT RENTAL	473	531	750	750
Total Department FESTIVAL & EVENTS:		5,227	7,900	9,100	9,250
Department: DATA PROCESSING DEPARTMENT					

				24-25	25-26
		22-23	23-24	Amended	Recommended
GL Number	Description	Activity	Activity	Budget	Budget
101-258.000-727.000	OFFICE SUPPLIES	1,044	725	2,000	2,000
101-258.000-747.000	SOFTWARE	40,866	33,929	45,000	45,000
101-258.000-801.000	CONTRACTUAL AND PROFESSIONAL SERVICES	57,371	82,799	60,000	52,000
101-258.000-980.000	CAPITAL OUTLAY	9,513	35,688	77,000	70,000
Total Department DATA PROCESSING DEPARTMENT:		108,795	153,141	184,000	169,000
Department: CLERK					
101-260.000-702.000	SALARY & WAGES	16,096	37,500	42,500	42,750
101-260.000-710.000	PAYROLL TAXES & FRINGE BENEFIT	1,545	3,127	10,000	23,021
101-260.000-727.000	OFFICE SUPPLIES	1,213	861	1,000	1,000
101-260.000-801.000	CONTRACTUAL & PROFESSIONAL SEV	326	-	3,500	3,500
101-260.000-860.000	TRANSPORTATION AND TRAINING	-	-	500	500
101-260.000-900.000	PUBLISHING	11,763	16,043	14,000	14,000
Total Department CLERK:		30,943	57,531	71,500	84,771
Department: BUILDINGS - GROUNDS					
101-265.000-707.000	CENTRAL GARAGE ALLOCATION	30,603	690	2,000	2,000
101-265.000-710.000	PAYROLL TAXES & FRINGE BENEFIT	6,232	383	1,200	1,200
101-265.000-775.000	REPAIR & MAINTENANCE SUPPLIES	4,052	2,735	6,500	6,500
101-265.000-801.000	CONTRACTUAL & PROFESSIONAL SEV	38,952	53,267	415,000	50,000
101-265.000-920.000	PUBLIC UTILITIES	11,591	11,452	14,000	16,000
101-265.000-940.000	EQUIPMENT RENTAL	156	143	1,000	1,000
101-265.000-954.000	INSURANCE	81,192	87,379	91,750	95,000
101-265.000-980.000	CAPITAL OUTLAY	7,001	10,310	250,000	185,000
Total Department BUILDINGS - GROUNDS:		179,779	166,360	781,450	356,700
Department: OTHER OFFICES					
101-289.000-727.000	OFFICE SUPPLIES	2,980	4,037	7,500	7,500
101-289.000-728.000	POSTAGE	6,306	8,481	10,000	10,000
101-289.000-729.000	CREDIT CARD FEES	3,066	11,652	3,500	3,500
101-289.000-801.000	CONTRACTUAL & PROFESSIONAL SEV	621,218	687,558	650,000	650,000
101-289.000-851.000	TELEPHONE	2,432	2,333	2,000	2,500
101-289.000-860.200	TRAINING - SAFETY POLICY	-	-	2,000	2,000
Total Department OTHER OFFICES:		636,002	714,061	675,000	675,500
Department: AMBULANCE					
101-344.000-803.000	AMBULANCE SERVICE	45,652	48,285	50,000	52,000
Total Department AMBULANCE:		45,652	48,285	50,000	52,000
Department: PUBLIC SAFETY					

				24-25	25-26
		22-23	23-24	Amended	Recommended
GL Number	Description	Activity	Activity	Budget	Budget
101-345.000-702.001	SALARY AND WAGES - PSO1	1,377,561	1,318,799	1,436,500	1,495,050
101-345.000-702.002	SALARY AND WAGES - FIRE	38,604	60,069	65,000	66,900
101-345.000-702.003	SALARY AND WAGES - PART TIMERS	8,775	27,278	45,000	35,000
101-345.000-702.004	SALARY AND WAGES - FIRE AUX	25,352	21,071	25,000	25,000
101-345.000-702.005	SALARY AND WAGES - ADMIN ASSISTANT	61,895	62,070	63,400	65,300
101-345.000-702.006	SALARY AND WAGES - CROSSING GD	14,502	13,824	13,000	14,000
101-345.000-710.000	PAYROLL TAXES & FRINGE BENEFIT	1,121,172	1,211,762	1,325,000	1,407,886
101-345.000-727.000	OFFICE SUPPLIES	2,174	2,112	3,500	3,500
101-345.000-740.000	OPERATING SUPPLIES	21,924	19,040	26,000	26,000
101-345.000-740.200	OPERATING SUPPLIES - CLOTHING	7,717	11,178	11,000	11,000
101-345.000-743.000	OPERATING SUPPLIES-GAS & OIL	40,286	39,928	45,000	45,000
101-345.000-745.000	K9 UNIT	15,705	2,669	3,000	3,000
101-345.000-750.000	D.A.R.E. EXPENSES	-	-	3,000	3,000
101-345.000-801.000	CONTRACTUAL & PROFESSIONAL SEV	36,935	40,240	38,000	97,000
101-345.000-850.000	COMMUNICATIONS	5,108	7,306	10,000	20,000
101-345.000-851.000	TELEPHONE	9,462	9,013	8,500	9,500
101-345.000-861.000	MEMBERSHIP AND DUES	680	975	800	825
101-345.000-920.000	PUBLIC UTILITIES	29,018	26,117	30,000	30,000
101-345.000-930.000	VEHICLE REPAIR & MAINTENANCE	31,216	41,864	32,000	32,000
101-345.000-931.000	BUILDING REPAIR & MAINTENANCE	33,358	23,614	15,000	15,000
101-345.000-960.000	EDUCATION & TRAINING	-	-	12,000	18,000
101-345.000-960.100	EDUCATION AND TRAINING - PA302	16,706	23,088	11,000	11,000
101-345.000-989.000	CAPITAL OUTLAY-EQUIPMENT	130,767	273,614	139,500	166,000
Total Department PUBLIC SAFETY:		3,028,915	3,235,631	3,361,200	3,599,961
Department: STREET LIGHTS					
101-448.000-707.000	CENTRAL GARAGE ALLOCATION	157	172	2,500	2,500
101-448.000-710.000	PAYROLL TAXES & FRINGE BENEFIT	42	151	1,000	1,000
101-448.000-775.000	REPAIR & MAINTENANCE SUPPLIES	42,700	1,537	25,000	25,000
101-448.000-920.000	PUBLIC UTILITIES	81,644	86,262	90,000	92,000
Total Department STREET LIGHTS:		124,543	88,122	118,500	120,500
Department: STORM SEWER					
101-546.000-801.000	CONTRACTUAL & PROFESSIONAL SEV	36,741	-	-	-
Total Department STORM SEWER:		36,741	-	-	-
Department: OAK HILL CEMETERY					
101-567.000-707.000	CENTRAL GARAGE ALLOCATION	7,726	4,552	10,000	10,000

				24-25	25-26
		22-23	23-24	Amended	Recommended
GL Number	Description	Activity	Activity	Budget	Budget
101-567.000-710.000	PAYROLL TAXES & FRINGE BENEFIT	4,708	3,455	6,500	6,500
101-567.000-801.000	CONTRACTUAL & PROFESSIONAL SEV	-	-	1,400	1,400
101-567.000-940.000	EQUIPMENT RENTAL	12,160	12,719	18,000	18,000
Total Department OAK HILL CEMETERY:		24,594	20,726	35,900	35,900
Department: Economic Development					
101-728.000-801.000	CONTRACTUAL & PROFESSIONAL SEV	-	-	-	250,000
Total Department Economic Development:		-	-	-	250,000
Department: CONTRIBUTION					
101-965.000-999.205	CONTRIBUTION - PUBLIC SAFETY VEHICLE FUN	115,000	150,000	155,000	160,000
101-965.000-999.239	CONTRIBUTION TO PARKS - FAC IMP FUND	275,000	300,000	300,000	100,000
101-965.000-999.248	CONTRIBUTION TO DDA	350,000	250,000	270,000	270,000
101-965.000-999.249	CONTRIBUTION TO RECREATION	375,000	375,000	375,000	400,000
101-965.000-999.591	CONTRIBUTION TO WATER FUND	240,000	-	-	-
Total Department CONTRIBUTION:		1,355,000	1,075,000	1,100,000	930,000
Appropriations		6,985,300	7,091,136	7,977,850	7,948,070
Fund 101 - GENERAL:					
TOTAL ESTIMATED REVENUES		8,036,788	8,597,756	7,432,000	7,620,000
TOTAL APPROPRIATIONS		6,985,300	7,091,136	7,977,850	7,948,070
NET OF REVENUES & APPROPRIATIONS:		1,051,488	1,506,620	(545,850)	(328,070)
BEG. FUND BALANCE		3,188,356	4,239,844	5,746,464	5,746,464
END FUND BALANCE		4,239,844	5,746,464	5,200,614	5,418,394

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GENERAL FUND
City Council

Line Item: Salary and Wages

Line Item Number: 101.101.000.702.000

Current Fiscal Year Adopted: \$21,000

New Fiscal Year Recommended: \$22,000

Description: To cover the salaries received by the Mayor and Councilmembers. The Mayor and City Councilmembers are currently paid \$125 per regular and special meeting attended. In addition to meeting pay, the Mayor is paid \$175 per month for additional duties.

Line Item: Payroll Taxes & Fringe Benefits

Line Item Number: 101.101.000.710.000

Current Fiscal Year Adopted: \$2,000

New Fiscal Year Recommended: \$2,000

Description: To cover the cost of Social Security and worker's compensation insurance for the Mayor and Councilmembers.

Line Item: Office Supplies

Line Item Number: 101.101.000.727.000

Current Fiscal Year Adopted: \$750

New Fiscal Year Recommended: \$750

Description: Funds to cover binding supplies for Council packets, name plates, business cards, etc.

Line Item: Transportation and Training

Line Item Number: 101.101.000.860.000

Current Fiscal Year Adopted: \$2,500

New Fiscal Year Recommended: \$3,000

Description: Funds to cover the cost of training for City Councilmembers.

Line Item: Membership and Dues

Line Item Number: 101.101.000.861.000

Current Fiscal Year Adopted: \$21,000

New Fiscal Year Recommended: \$22,000

Description: Funds to cover membership or dues for organizations including the Ionia Area Chamber of Commerce, the West Michigan Regional Planning Commission, the Grand Valley Metro Council, the Ionia County Economic Alliance and the Michigan Municipal League.

Line Item: Public Relations

Line Item Number: 101.101.000.880.000

Current Fiscal Year Adopted: \$4,000

New Fiscal Year Recommended: \$4,000

Description: Funds to cover the cost of public relations type expenses.

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GENERAL FUND
City Manager

Line Item: Salary and Wages

Line Item Number: 101.172.000.702.000

Current Fiscal Year Adopted: \$218,500

New Fiscal Year Recommended: \$261,450

Description: Funds to cover the cost of the City Manager, Assistant City Manager (50%) and Assistant to the City Manager's salary. Funds are included for payment for unused sick time and automobile allowance.

Line Item: Payroll Taxes & Fringe Benefits

Line Item Number: 101.172.000.710.000

Current Fiscal Year Adopted: \$158,000

New Fiscal Year Recommended: \$154,836

Description: Funds to cover the Social Security, health and dental insurance, life insurance, retirement, workers' compensation and unemployment insurance expenses for positions funded from this budget.

Line Item: Office Supplies

Line Item Number: 101.172.000.727.000

Current Fiscal Year Adopted: \$1,800

New Fiscal Year Recommended: \$2,500

Description: Funds to cover the cost of office supplies used by the City Manager.

Line Item: Contractual and Professional Services

Line Item Number: 101.172.000.801.000

Current Fiscal Year Adopted: \$25,000

New Fiscal Year Recommended: \$25,000

Description: Funds to cover the cost of professional services needed throughout the year.

Line Item: Transportation and Training

Line Item Number: 101.172.000.860.000

Current Fiscal Year Adopted: \$4,600

New Fiscal Year Recommended: \$5,500

Description: Funds to cover the departmental employees attendance at the Summer and Winter City Manager conferences, annual MML conference and annual MML Legislative conference.

Line Item: Membership and Dues

Line Item Number: 101.172.000.861.000

Current Fiscal Year Adopted: \$1,800

New Fiscal Year Recommended: \$2,300

Description: Funds to cover the City Manager's dues to belong to local civic organizations along with the Michigan Local Government Manager's Association, and the West Michigan City Manager's Association.

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GENERAL FUND
Elections

Line Item: Office Supplies

Line Item Number: 101-191.000.727.000

Current Fiscal Year Adopted: \$7,500

New Fiscal Year Recommended: \$5,000

Description: Funds used to cover the office supplies expenses associated with Elections activities such as voter identification cards and envelopes.

Line Item: Contractual and Professional Services

Line Item Number: 101-191.000.801.000

Current Fiscal Year Adopted: \$28,000

New Fiscal Year Recommended: \$10,000

Description: Funds used to cover the wages paid to Election Inspectors.

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GENERAL FUND
Accounting

Line Item: Salary and Wages

Line Item Number: 101.201.000.702.000

Current Fiscal Year Adopted: \$265,750

New Fiscal Year Recommended: \$271,650

Description: Funds to cover the salary and wage expenses associated with four employees in the accounting department. This includes the Finance Director, Assistant Finance Director, and Accounts Payable/Payroll Clerk.

Line Item: Payroll Taxes & Fringe Benefits

Line Item Number: 101.201.000.710.000

Current Fiscal Year Adopted: \$237,000

New Fiscal Year Recommended: \$308,410

Description: Funds to cover the Social Security, health and dental insurance, life insurance, retirement, workers' compensation and unemployment insurance expenses for positions funded from this budget.

Line Item: Office Supplies

Line Item Number: 101.201.000.727.000

Current Fiscal Year Adopted: \$3,700

New Fiscal Year Recommended: \$4,000

Description: Funds to cover the cost of office supplies for the Accounting Department. This includes printers and printer cartridges, mailing labels, paper, etc.

Line Item: Transportation and Training

Line Item Number: 101.201.000.860.000

Current Fiscal Year Adopted: \$2,000

New Fiscal Year Recommended: \$2,000

Description: Funds to cover training expenses and membership dues for the Accounting Department. This includes memberships in the Michigan Finance Officers Association, Michigan Association of Certified Public Accountants, American Institute of Certified Public Accountants and Michigan Municipal Treasurers' Association and funds for miscellaneous employee training programs.

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GENERAL FUND
Audit

Line Item: Independent Audit

Line Item Number: 101.202.000.801.000

Current Fiscal Year Adopted: \$6,000

New Fiscal Year Recommended: \$7,000

Description: Funds to cover the General Fund's portion of having the annual audit completed.

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GENERAL FUND
Income Tax

Line Item: Salary and Wages

Line Item Number: 101.203.000.702.000

Current Fiscal Year Adopted: \$70,750

New Fiscal Year Recommended: \$66,850

Description: Funds to cover the salary and wage expense associated with income tax administration staff.

Line Item: Payroll Taxes & Fringe Benefits

Line Item Number: 101.203.000.710.000

Current Fiscal Year Adopted: \$38,500

New Fiscal Year Recommended: \$36,780

Description: Funds to cover the Social Security, life insurance, retirement, workers' compensation and unemployment insurance expenses for positions funded from this budget.

Line Item: Postage

Line Item Number: 101.203.000.728.000

Current Fiscal Year Adopted: \$6,000

New Fiscal Year Recommended: \$6,000

Description: Funds to cover the postage expenses for the Income Tax Division.

Line Item: Operating Supplies

Line Item Number: 101.203.000.740.000

Current Fiscal Year Adopted: \$6,000

New Fiscal Year Recommended: \$6,000

Description: Funds to cover the cost of operating supplies for the Income Tax Division, including 1099 forms, laser checks and miscellaneous office supplies.

Line Item: Contractual and Professional Services

Line Item Number: 101.203.000.801.000

Current Fiscal Year Adopted: \$7,500

New Fiscal Year Recommended: \$9,000

Description: Funds to cover the cost of obtaining the annual State of Michigan compliance disk, utilizing a collection agency to assist with delinquent accounts, subscribing to the address search services offered by Accurant, City Attorney fees associated with income tax compliance, City income tax advertisements (print and radio) and to cover the cost for citizens to E-file.

Line Item: Transportation and Training

Line Item Number: 101.203.000.860.000

Current Fiscal Year Adopted: \$500

New Fiscal Year Recommended: \$500

Description: Funds to cover annual training seminars for the Income Tax Division employees. This includes the annual income tax workshop and meetings of the Michigan Income Tax Association.

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GENERAL FUND
Front Office – City Hall

Line Item: Salary and Wages

Line Item Number: 101-204.000.702.000

Current Fiscal Year Adopted: \$129,900

New Fiscal Year Recommended: \$130,200

Description: Funds to cover the salary and wages associated with the Front Office at City Hall. This includes funds for longevity pay and sick time buyouts.

Line Item: Payroll Taxes & Fringe Benefit

Line Item Number: 101-204.000.710.000

Current Fiscal Year Adopted: \$62,650

New Fiscal Year Recommended: \$67,012

Description: Funds to cover the Social Security, life insurance, retirement, workers' compensation and unemployment insurance expenses for positions funded from this budget.

Line Item: Office Supplies

Line Item Number: 101-204.000.727.000

Current Fiscal Year Adopted: \$1,250

New Fiscal Year Recommended: \$1,250

Description: Funds to cover office supply expenses for the front office. This includes printer cartridges, mailing labels, paper, etc.

Line Item: Transportation and Training

Line Item Number: 101-204.000.860.000

Current Fiscal Year Adopted: \$500

New Fiscal Year Recommended: \$500

Description: Funds to cover costs associated with front office staff attending training sessions and the associated transportation expenses.

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GENERAL FUND
Planning and Zoning

Line Item: Contractual and Professional Services

Line Item Number: 101.208.000.801.000

Current Fiscal Year Adopted: \$65,000

New Fiscal Year Recommended: \$55,000

Description: Funds to cover expenses associated with engineering review and inspections for new development, planning consultant fees, education sessions for the Planning Commission and code updates.

Line Item: Publishing

Line Item Number: 101.208.000.900.000

Current Fiscal Year Adopted: \$1,000

New Fiscal Year Recommended: \$1,000

Description: Funds to cover the cost of publishing public hearing notices in the newspaper regarding particular planning matters such as site plan review, rezones, etc.

Line Item: Miscellaneous Expense

Line Item Number: 101.208.000.956.000

Current Fiscal Year Adopted: \$500

New Fiscal Year Recommended: \$500

Description: Funds to cover miscellaneous expenses associated with planning and zoning matters such as copies, refreshments, etc.

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GENERAL FUND
Assessor

Line Item: Office Supplies

Line Item Number: 101.209.000.727.000

Current Fiscal Year Adopted: \$2,500

New Fiscal Year Recommended: \$2,500

Description: Funds to cover the cost of office supplies for the City Assessor. This includes supplies necessary for mailing assessment change notices.

Line Item: Contractual and Professional Services

Line Item Number: 101.209.000.801.000

Current Fiscal Year Adopted: \$61,000

New Fiscal Year Recommended: \$61,000

Description: Funds to cover the cost of contracting with Randy Jewell for assessing services and legal service for tax tribunals.

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GENERAL FUND
Legal Fees

Line Item: Contractual and Professional Services
Line Item Number: 101.210.000.801.000
Current Fiscal Year Adopted: \$55,000
New Fiscal Year Recommended: \$45,000
Description: Funds to cover the cost of legal fees for general municipal issues.

Line Item: Legal Fees – Prosecution
Line Item Number: 101.210.000.801.002
Current Fiscal Year Adopted: \$70,000
New Fiscal Year Recommended: \$60,000
Description: Funds to cover the cost of legal fees for criminal and civil related matters.

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GENERAL FUND
Board of Review

Line Item: Contractual and Professional Services

Line Item Number: 101.247.000.801.000

Current Fiscal Year Adopted: \$1,250

New Fiscal Year Recommended: \$1,500

Description: Funds to cover the fees paid to the residents who serve on the Board of Review.

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GENERAL FUND
Festivals

Line Item: Central Garage Allocation

Line Item Number: 101.248.000.707.000

Current Fiscal Year Adopted: \$5,000

New Fiscal Year Recommended: \$5,000

Description: Funds to cover the cost of having Public Works Department employees staff parades and change seasonal banners.

Line Item: Central Garage Fringe Benefits

Line Item Number: 101.248.000.710.100

Current Fiscal Year Adopted: \$3,000

New Fiscal Year Recommended: \$3,000

Description: Funds to cover the cost of the payroll taxes and fringe benefits associated with the Public Works Department employees staff parades and change seasonal banners.

Line Item: Operating Supplies

Line Item Number: 101.248.000.740.000

Current Fiscal Year Adopted: \$350

New Fiscal Year Recommended: \$500

Description: Funds to cover miscellaneous supplies associated with installing seasonal banners (brackets, etc).

Line Item: Equipment Rental

Line Item Number: 101.248.000.940.000

Current Fiscal Year Adopted: \$750

New Fiscal Year Recommended: \$750

Description: Funds to cover the cost of renting equipment from the Central Garage Fund staffing parades and changing seasonal banners.

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GENERAL FUND
Data Processing

Line Item: Office Supplies

Line Item Number: 101-258.000.727.000

Current Fiscal Year Adopted: \$2,000

New Fiscal Year Recommended: \$2,000

Description: Funds to cover the cost of purchasing supplies associated with operating the City's computer systems. This includes cables, small hardware, backup tapes, disks, battery back-ups, etc.

Line Item: Software

Line Item Number: 101-258.000.747.000

Current Fiscal Year Adopted: \$45,000

New Fiscal Year Recommended: \$45,000

Description: Funds to cover the cost of licensing software and buying upgrades for existing software utilized by the City and replacing software.

Line Item: Contractual and Professional Services

Line Item Number: 101-258.000.801.000

Current Fiscal Year Adopted: \$60,000

New Fiscal Year Recommended: \$52,000

Description: Funds to cover the cost of consulting with an outside firm for the City's information technology and website needs.

Line Item: Capital Outlay

Line Item Number: 101-258.000.980.000

Current Fiscal Year Adopted: \$77,000

New Fiscal Year Recommended: \$70,000

Description: Funds to cover capital outlay purchases for the Data Processing Department including server, computers, and phone system upgrade.

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GENERAL FUND
City Clerk

Line Item: Salary and Wages
Line Item Number: 101-260.000.702.000
Current Fiscal Year Adopted: \$42,500
New Fiscal Year Recommended: \$42,750
Description: Funds to cover the City Clerk's annual salary.

Line Item: Payroll Taxes & Fringe Benefits
Line Item Number: 101-260.000.710.000
Current Fiscal Year Adopted: \$10,000
New Fiscal Year Recommended: \$23,021
Description: Funds to cover the cost of the Social Security and workers' compensation expenses associated with the City Clerk position.

Line Item: Office Supplies
Line Item Number: 101-260.000.727.000
Current Fiscal Year Adopted: \$1,000
New Fiscal Year Recommended: \$1,000
Description: Funds to cover the cost of office supplies for the City Clerk.

Line Item: Contractual and Professional Services
Line Item Number: 101-260.000.801.000
Current Fiscal Year Adopted: \$3,500
New Fiscal Year Recommended: \$3,500
Description: Funds to cover the cost of annually codifying amendments to the City Code.

Line Item: Transportation and Training
Line Item Number: 101-260.000.860.000
Current Fiscal Year Adopted: \$500
New Fiscal Year Recommended: \$500
Description: Funds to cover the cost of training for the City Clerk.

Line Item: Publishing
Line Item Number: 101-260.000.900.000
Current Fiscal Year Adopted: \$14,000
New Fiscal Year Recommended: \$14,000
Description: Funds to cover the cost of publishing legal notices in the newspaper.

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GENERAL FUND
Building and Grounds – City Hall

Line Item: Central Garage Allocation

Line Item Number: 101.265.000.707.000

Current Fiscal Year Adopted: \$2,000

New Fiscal Year Recommended: \$2,000

Description: Funds to cover the cost of having Public Works Department employees complete maintenance projects at City Hall and other City properties such as parking areas.

Line Item: Central Garage Fringe Benefits

Line Item Number: 101.265.000.710.100

Current Fiscal Year Adopted: \$1,200

New Fiscal Year Recommended: \$1,200

Description: Funds to cover the payroll taxes and fringe benefit expenses associated with the hour that Public Works Department employees perform maintenance at City Hall and other City properties.

Line Item: Repair and Maintenance

Line Item Number: 101.265.000.775.000

Current Fiscal Year Adopted: \$6,500

New Fiscal Year Recommended: \$6,500

Description: Funds to cover the cost of cleaning supplies and repair parts for City Hall and other City properties such as parking areas.

Line Item: Contractual and Professional Services

Line Item Number: 101.265.000.801.000

Current Fiscal Year Adopted: \$415,000

New Fiscal Year Recommended: \$50,000

Description: Funds to cover the cost of outside contractors that complete maintenance work to City Hall. This includes City Hall cleaning, repairs to the heating and cooling system, window washing and carpet cleaning and funds to cover the cost of demolishing structures on tax reverted properties owned by the County.

Line Item: Public Utilities
Line Item Number: 101.265.000.920.000
Current Fiscal Year Adopted: \$14,000
New Fiscal Year Recommended: \$16,000
Description: Funds to cover the cost of natural gas and electricity for City Hall.

Line Item: Equipment Rental
Line Item Number: 101.265.000.940.000
Current Fiscal Year Adopted: \$1,000
New Fiscal Year Recommended: \$1,000
Description: Funds to cover the rental of equipment from the Central Garage that may be needed as repairs are completed at City Hall and other City properties such as parking areas.

Line Item: Insurance
Line Item Number: 101.265.000.954.000
Current Fiscal Year Adopted: \$91,750
New Fiscal Year Recommended: \$95,000
Description: Funds to cover the cost of insuring most City facilities.

Line Item: Capital Outlay
Line Item Number: 101.265.000.980.000
Current Fiscal Year Adopted: \$250,000
New Fiscal Year Recommended: \$180,000
Description: Funds to cover the cost of the elevator overhaul.

CITY OF IONIA
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Budget Document

GENERAL FUND
Other Offices – City Hall

Line Item: Office Supplies

Line Item Number: 101.289.000.727.000

Current Fiscal Year Adopted: \$7,500

New Fiscal Year Recommended: \$7,500

Description: Funds to cover the cost of purchasing office supplies that are used by all departments at City Hall. This includes stationary, envelopes, fax machine supplies, property tax forms and copy machine paper.

Line Item: Postage

Line Item Number: 101.289.000.728.000

Current Fiscal Year Adopted: \$10,000

New Fiscal Year Recommended: \$10,000

Description: Funds to cover postage expenses associated with most departments at City Hall. A portion of the amount budgeted is reimbursed by the Recreation Fund and the Chamber of Commerce.

Line Item: Credit Card Fees

Line Item Number: 101.289.000.729.000

Current Fiscal Year Adopted: \$3,500

New Fiscal Year Recommended: \$3,500

Description: Funds to cover the credit card processing fees the City incurs for accepting credit card payments for property taxes, utility bills and recreation programs.

Line Item: Contractual and Professional Services

Line Item Number: 101.289.000.801.000

Current Fiscal Year Adopted: \$650,000

New Fiscal Year Recommended: \$650,000

Description: Funds to cover the expenses associated with the annual maintenance contract on owned copiers, annual maintenance contract on the folder/stuffer machine at City Hall and contract with Employee Assistance Center for City employee's needing assistance with personal matters. Included in this line item is an optional, extra payment to MERS for unfunded pension liability.

Line Item: Telephone

Line Item Number: 101.289.000.851.000

Current Fiscal Year Adopted: \$2,000

New Fiscal Year Recommended: \$2,500

Description: Funds to cover telephone services for City Hall.

Line Item: Safety Training

Line Item Number: 101.289.000.860.200

Current Fiscal Year Adopted: \$2,000

New Fiscal Year Recommended: \$2,000

Description: Funds to cover the cost of postage for returning safety videotapes to the Michigan Municipal League. The City currently utilizes the MML video safety library to train employees on various safety issues and programs.

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GENERAL FUND
Ambulance Service

Line Item: Ambulance Service

Line Item Number: 101.344.000.803.000

Current Fiscal Year Adopted: \$50,000

New Fiscal Year Recommended: \$52,000

Description: Funds paid to Life EMS in the form of a subsidy in order to maintain local ambulance service.

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GENERAL FUND
Public Safety Department

Line Item: Salary and Wages
Line Item Number: 101-345.000.702.001
Current Fiscal Year Adopted: \$1,436,500
New Fiscal Year Recommended: \$1,495,050
Description: Funds to cover the salaries of all non-union and union public safety officers and associated overtime.

Line Item: Salary and Wages
Line Item Number: 101-345.000.702.002
Current Fiscal Year Adopted: \$65,000
New Fiscal Year Recommended: \$66,900
Description: Funds to cover the salary of the full time firefighter.

Line Item: Salary and Wages – Part Time
Line Item Number: 101-345.000.702.003
Current Fiscal Year Adopted: \$45,000
New Fiscal Year Recommended: \$35,000
Description: Funds to cover the salaries of part-time officers and code enforcement.

Line Item: Salary and Wages – Paid On-Call Fire
Line Item Number: 101-345.000.702.004
Current Fiscal Year Adopted: \$25,000
New Fiscal Year Recommended: \$25,000
Description: Funds to cover the salaries of the paid on-call fire fighters. Firefighters receive \$15 per hour for fire pay and \$15 per hour for other duties including training, work special events, etc.

Line Item: Salary and Wages – Administrative Assistant

Line Item Number: 101-345.000.702.005

Current Fiscal Year Adopted: \$63,400

New Fiscal Year Recommended: \$65,300

Description: Funds to cover the salary of the Public Safety Administrative Assistant. The amount budgeted includes longevity and sick time payout.

Line Item: Salary and Wages – Crossing Guards

Line Item Number: 101-345.000.702.006

Current Fiscal Year Adopted: \$13,000

New Fiscal Year Recommended: \$14,000

Description: Funds to cover the salaries of the three regular time and one part-time crossing guards.

Line Item: Payroll Taxes and Fringe Benefits

Line Item Number: 101-345.000.710.000

Current Fiscal Year Adopted: \$1,325,000

New Fiscal Year Recommended: \$1,407,886

Description: Funds to cover the cost of Social Security, hospital and dental insurance, life insurance, workers' compensation, unemployment insurance and retirement for eligible Public Safety Department employees.

Line Item: Office Supplies

Line Item Number: 101-345.000.727.000

Current Fiscal Year Adopted: \$3,500

New Fiscal Year Recommended: \$3,500

Description: Funds to cover the office supply expenses of the Public Safety Department.

Line Item: Operating Supplies

Line Item Number: 101-345.000.740.000

Current Fiscal Year Adopted: \$26,000

New Fiscal Year Recommended: \$26,000

Description: Funds to cover operating supply expenses of the Public Safety Department including medical first responder supplies, Knox Box supplies, Tasers, communications equipment and items such as small police and fire equipment, building cleaning supplies, evidence supplies, subscriptions, public notices and miscellaneous operating supplies.

Line Item: Operating Supplies - Clothing

Line Item Number: 101-345.000.740.200

Current Fiscal Year Adopted: \$11,000

New Fiscal Year Recommended: \$11,000

Description: Funds to cover the cost of uniform replacement for the Public Safety Officers and firefighter dress uniforms and shirts.

Line Item: Operating Supplies – Gas and Oil

Line Item Number: 101-345.000.743.000

Current Fiscal Year Adopted: \$45,000

New Fiscal Year Recommended: \$45,000

Description: Funds to cover gas and oil expenses for all Public Safety Department vehicles.

Line Item: K-9 Unit

Line Item Number: 101-345.000.745.000

Current Fiscal Year Adopted: \$3,000

New Fiscal Year Recommended: \$3,000

Description: Funds to cover the costs associated with the K-9 Units.

Line Item: DARE Expenses

Line Item Number: 101-345.000.750.000

Current Fiscal Year Adopted: \$3,000

New Fiscal Year Recommended: \$3,000

Description: Funds to cover supplies associated with the DARE program including workbooks, t-shirts, awards, etc.

Line Item: Contractual and Professional Services

Line Item Number: 101-345.000.801.000

Current Fiscal Year Adopted: \$38,000

New Fiscal Year Recommended: \$97,000

Description: Funds to cover expenses associated with contractual and professional services including contracting the cleaning of the Public Safety building, uniform cleaning, employee testing expenses, annual generator load test and other related expenses. Lexipool policy consultant to update police policies. (\$39,000) New fire software for \$5,000.

Line Item: Communications

Line Item Number: 101-345.000.850.000

Current Fiscal Year Adopted: \$10,000

New Fiscal Year Recommended: \$20,000

Description: Funds to cover communications related expenses. This includes the portable radio service contract; communications tower fees; portable radio batteries; non-contract maintenance contract radio work and funds for pager/radio replacement. Increase to help with the cost to have radio transmission encrypted.

Line Item: Telephone

Line Item Number: 101-345.000.851.000

Current Fiscal Year Adopted: \$8,500

New Fiscal Year Recommended: \$9,500

Description: Funds to cover the expenses of telephone services at the Public Safety Department and data ports for the LEIN system in the police cruisers.

Line Item: Membership and Dues

Line Item Number: 101-345.000.861.000

Current Fiscal Year Adopted: \$800

New Fiscal Year Recommended: \$825

Description: Funds to cover membership and dues for the Public Safety Department including memberships in local, state and federal professional associations.

Line Item: Public Utilities

Line Item Number: 101-345.000.920.000

Current Fiscal Year Adopted: \$30,000

New Fiscal Year Recommended: \$30,000

Description: Funds to cover public utilities expenses at the Public Safety Building including water, sewer, gas and electric services and fire suppression fees.

Line Item: Vehicle Repair and Maintenance
Line Item Number: 101-345.000.930.000
Current Fiscal Year Adopted: \$32,000
New Fiscal Year Recommended: \$32,000
Description: Funds to cover repair and maintenance expenses for police cruisers and fire trucks.

Line Item: Building Repair and Maintenance
Line Item Number: 101-345.000.931.000
Current Fiscal Year Adopted: \$15,000
New Fiscal Year Recommended: \$15,000
Description: Funds to cover the cost of maintaining and making repairs to the Public Safety building.

Line Item: Education and Training
Line Item Number: 101-345.000.960.000
Current Fiscal Year Adopted: \$12,000
New Fiscal Year Recommended: \$18,000
Description: Funds to cover the training expenses for Public Safety Officers for educational reimbursement for a higher degree.

Line Item: Education and Training – PA30
Line Item Number: 101-345.000.960.100
Current Fiscal Year Adopted: \$11,000
New Fiscal Year Recommended: \$11,000
Description: Funds to cover the training expenses for Public Safety Officers and paid on-call firefighters. Training ranges from police training schools/programs, to arms training to fire training schools/programs.

Line Item: Capital Outlay - Equipment

Line Item Number: 101-345.000.989.000

Current Fiscal Year Adopted: \$139,500

New Fiscal Year Recommended: \$166,000

Description: Funds to cover the cost of the following capital purchases:

Replacement Cruiser/Changeover	\$65,000
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Turnout Gear (4 Sets)	\$15,000
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Law Enforcement Drone	\$13,000
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Tasers	\$60,000
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Body Cameras Lease Payment 3 of 5	\$27,500
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Potential RAP grant from MMRMA for \$14,500 to offset costs.

CITY OF IONIA
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GENERAL FUND
Streetlights

Line Item: Central Garage Fund Allocation

Line Item Number: 101.448.000.707.000

Current Fiscal Year Adopted: \$2,500

New Fiscal Year Recommended: \$2,500

Description: Funds paid to the Central Garage Fund to cover the wages of Public Works Department employees who periodically make repairs to the City owned ornamental streetlights.

Line Item: Central Garage Fringe Benefits

Line Item Number: 101.448.000.710.100

Current Fiscal Year Adopted: \$1,000

New Fiscal Year Recommended: \$1,000

Description: Funds paid to the Central Garage Fund to cover the cost of payroll taxes and fringe benefits expenses associated with wages earned by Public Works Department employees while maintaining the City owned ornamental streetlights.

Line Item: Repair and Maintenance Supplies

Line Item Number: 101.448.000.775.000

Current Fiscal Year Adopted: \$25,000

New Fiscal Year Recommended: \$25,000

Description: Funds to cover the cost of supplies used in repairing the ornamental streetlights.

Line Item: Public Utilities

Line Item Number: 101.448.000.920.000

Current Fiscal Year Adopted: \$90,000

New Fiscal Year Recommended: \$92,000

Description: Funds paid to Consumers Energy for electricity used by the ornamental streetlights and for the usage and electric expenses associated with the Consumers Energy owned non-ornamental street lights.

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GENERAL FUND
Oak Hill Cemetery

Line Item: Central Garage Fund Allocation

Line Item Number: 101.567.000.707.000

Current Fiscal Year Adopted: \$10,000

New Fiscal Year Recommended: \$10,000

Description: Funds paid to the Central Garage Fund to cover the wages of Public Works Department employees for maintenance work at Oak Hill Cemetery.

Line Item: Payroll Taxes & Fringe Benefits

Line Item Number: 101.567.000.710.000

Current Fiscal Year Adopted: \$6,500

New Fiscal Year Recommended: \$6,500

Description: Funds paid to the fringes of Public Works Department employees for maintenance work at Oak Hill Cemetery.

Line Item: Contractual and Professional Services

Line Item Number: 101.567.000.801.000

Current Fiscal Year Adopted: \$1,400

New Fiscal Year Recommended: \$1,400

Description: Funds to cover the cost of contractual services associated with maintenance at Oak Hill Cemetery (ie – outside tree trimming firm).

Line Item: Equipment Rental

Line Item Number: 101.567.000.940.000

Current Fiscal Year Adopted: \$18,000

New Fiscal Year Recommended: \$18,000

Description: Funds paid to the Central Garage Fund for rental on equipment used in maintaining Oak Hill Cemetery.

CITY OF IONIA
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GENERAL FUND
Economic Development

Line Item: Contractual and Professional Services

Line Item Number: 101.728.000.801.000

Current Fiscal Year Adopted: \$-0-

New Fiscal Year Recommended: \$250,000

Description: To help cover the costs of engineering and design of the Riverside property.

CITY OF IONIA
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GENERAL FUND
Contributions

Line Item: Contribution to Public Safety Vehicle Replacement Fund

Line Item Number: 101.965.000.999.203

Current Fiscal Year Adopted: \$155,000

New Fiscal Year Recommended: \$160,000

Description: Funds contributed to the Public Safety Vehicle Replacement Fund to help offset the cost of replacing fire apparatus.

Line Item: Contribution to Parks – Facilities Improvement Fund

Line Item Number: 101.965.000.999.239

Current Fiscal Year Adopted: \$300,000

New Fiscal Year Recommended: \$100,000

Description: Funds contributed to the Parks – Facilities Improvement Fund to help off-set the cost of improving the City's parks facilities.

Line Item: Contribution to Downtown Development Authority Fund

Line Item Number: 101.965.000.999.248

Current Fiscal Year Adopted: \$270,000

New Fiscal Year Recommended: \$270,000

Description: Funds contributed to the DDA Fund to help offset the cost of improving the Ionia Theatre and operational costs of the DDA.

Line Item: Contribution to Recreation Fund

Line Item Number: 101.965.000.999.249

Current Fiscal Year Adopted: \$375,000

New Fiscal Year Recommended: \$400,000

Description: Funds contributed to the Recreation Fund to offset operational costs not covered through program registration fees.

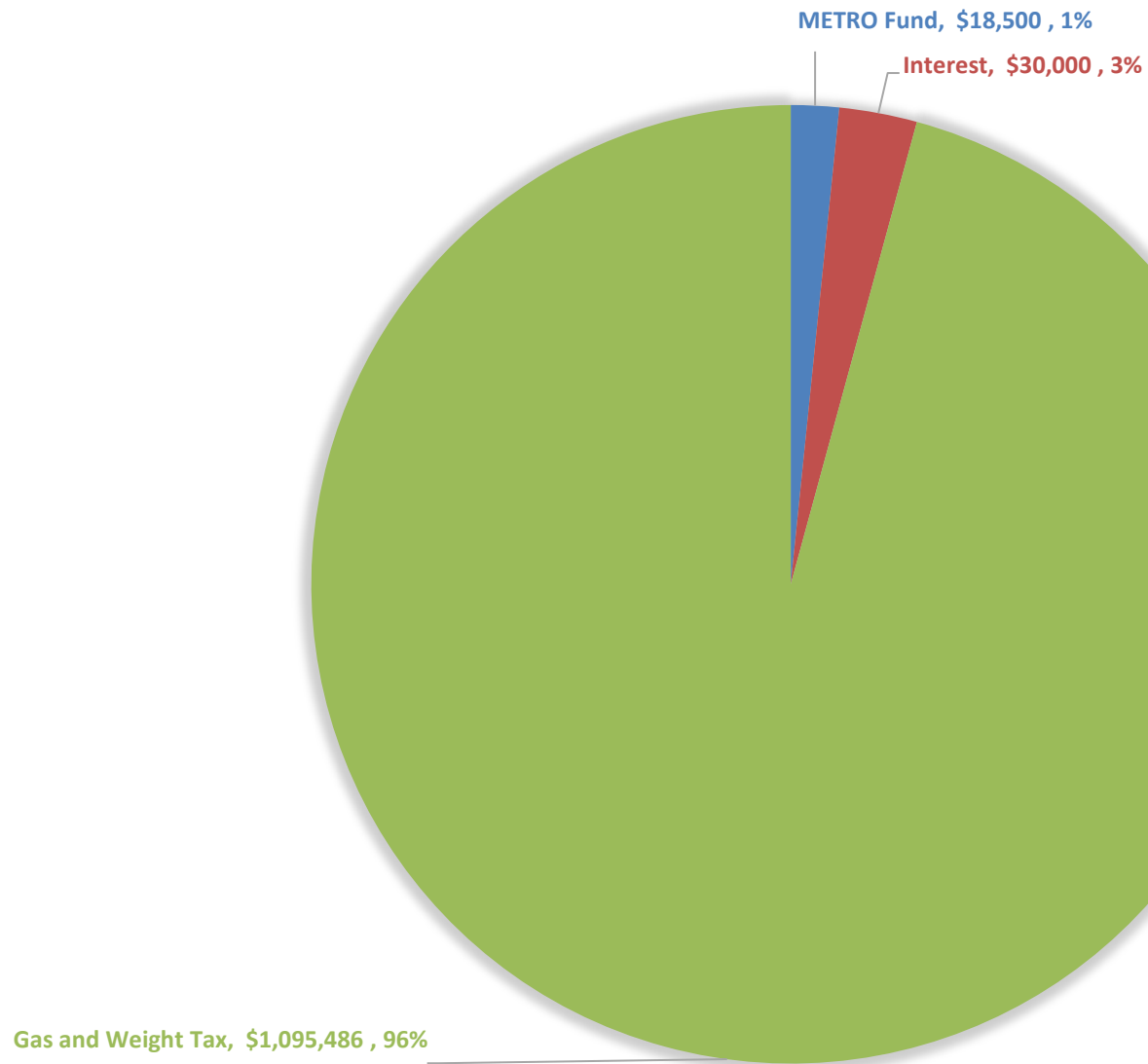
City of Ionia

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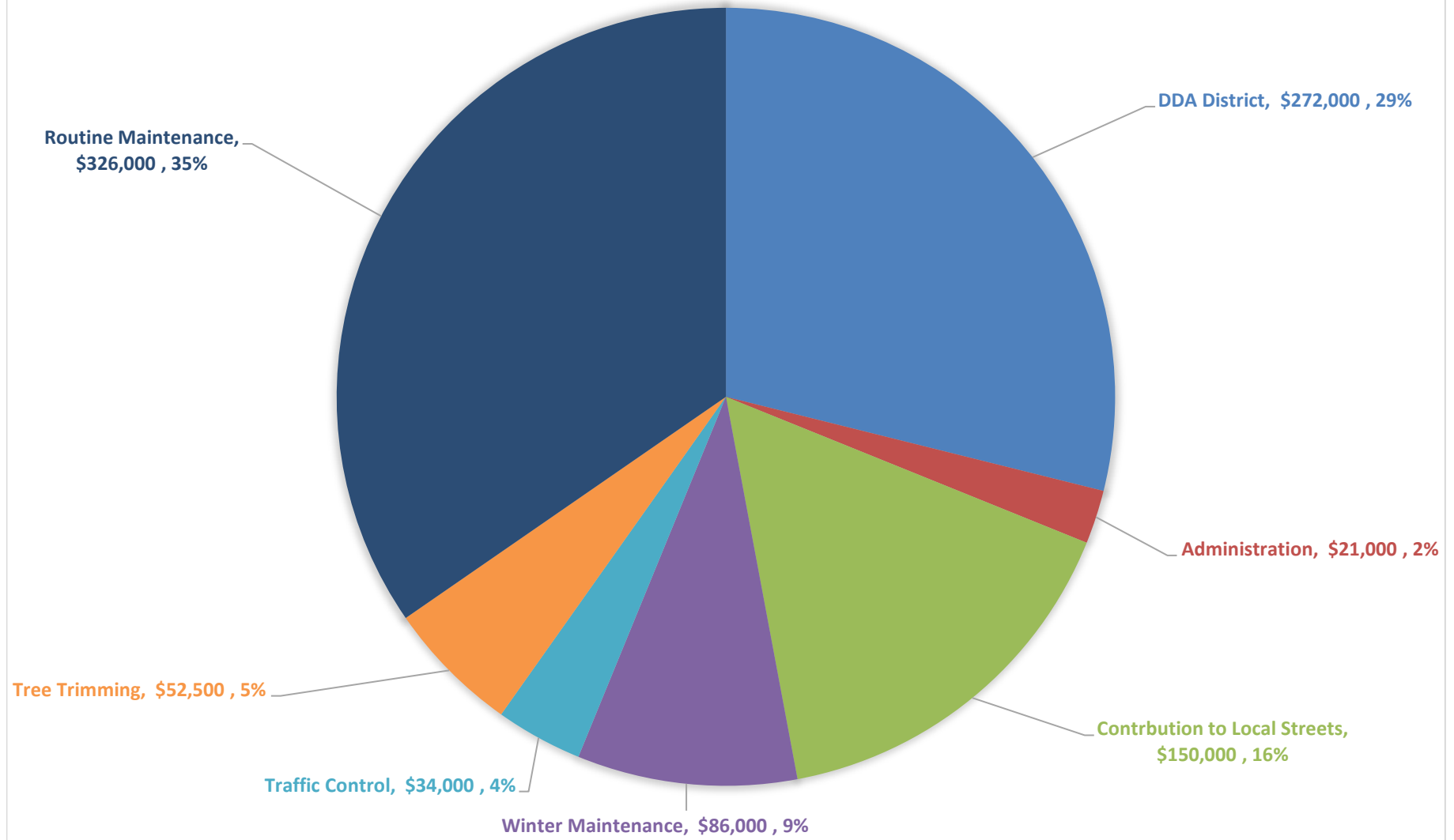
Major Street Fund

MAJOR STREETS REVENUES

2025-2026: \$1,143,986



MAJOR STREETS EXPENDITURES 2025-2026: \$941,500



				24-25	25-26
		22-23	23-24	Amended	Recommended
GL Number	Description	Activity	Activity	Budget	Budget
Fund: 202 MAJOR STREETS					
Estimated Revenues					
202-000.000-546.000	STATE GRANTS-HIGHWAYS & STREET	1,014,724	1,040,300	1,080,500	1,095,486
202-000.000-665.000	INTEREST	19,116	48,788	30,000	30,000
202-000.000-688.000	OTHER REVENUE	23,780	22,895	18,500	18,500
Estimated Revenues		1,057,620	1,111,983	1,129,000	1,143,986
Appropriations					
Department: ROUTINE MAINTENANCE - GENERAL					
202-463.000-707.000	CENTRAL GARAGE ALLOCATION	69,933	67,653	71,000	72,000
202-463.000-710.000	PAYROLL TAXES & FRINGE BENEFIT	49,057	43,987	50,000	52,000
202-463.000-775.000	REPAIR & MAINTENANCE SUPPLIES	3,387	1,014	8,000	7,000
202-463.000-801.000	CONTRACTUAL & PROFESSIONAL SEV	-	9,443	402,500	150,000
202-463.000-940.000	EQUIPMENT RENTAL	42,345	40,347	45,000	45,000
Total Department ROUTINE MAINTENANCE - GENERAL:		164,722	162,445	576,500	326,000
Department: TREE TRIMMING					
202-463.100-707.000	CENTRAL GARAGE ALLOCATION	18,724	16,922	10,000	20,000
202-463.100-710.000	PAYROLL TAXES & FRINGE BENEFIT	13,782	12,884	8,000	15,000
202-463.100-801.000	CONTRACTUAL & PROFESSIONAL SEV	-	-	1,500	1,500
202-463.100-940.000	EQUIPMENT RENTAL	13,110	13,911	12,000	16,000
Total Department TREE TRIMMING:		45,616	43,718	31,500	52,500
Department: TRAFFIC SERVICE					
202-474.000-707.000	CENTRAL GARAGE ALLOCATION	10,079	11,900	12,000	12,000
202-474.000-710.000	PAYROLL TAXES & FRINGE BENEFIT	7,086	8,174	8,000	9,000
202-474.000-775.000	REPAIR & MAINTENANCE SUPPLIES	5,494	3,996	6,000	6,000
202-474.000-801.000	CONTRACTUAL & PROFESSIONAL SEV	3,137	-	3,500	3,500
202-474.000-920.000	PUBLIC UTILITIES	114	117	300	300
202-474.000-940.000	EQUIPMENT RENTAL	2,088	2,680	3,200	3,200
Total Department TRAFFIC SERVICE:		27,998	26,867	33,000	34,000
Department: WINTER MAINT - SNOW/ICE CONTR					
202-478.100-707.000	CENTRAL GARAGE ALLOCATION	18,018	12,858	20,000	25,000
202-478.100-710.000	PAYROLL TAXES & FRINGE BENEFIT	13,108	5,625	16,000	18,000
202-478.100-775.000	REPAIR & MAINTENANCE SUPPLIES	11,760	10,529	15,000	15,000
202-478.100-940.000	EQUIPMENT RENTAL	20,243	13,837	26,000	28,000
Total Department WINTER MAINT - SNOW/ICE CONTR:		63,129	42,849	77,000	86,000

				24-25	25-26
		22-23	23-24	Amended	Recommended
GL Number	Description	Activity	Activity	Budget	Budget
Department: CENTRAL GARAGE CONTRACT - DDA					
202-481.000-707.011	SALARY AND WAGES-GEN. MAINT.	74,381	87,669	90,000	95,000
202-481.000-707.012	SALARY AND WAGES-STREET SWEEP.	188	206	3,000	3,000
202-481.000-707.013	SALARY AND WAGES-TRAFFIC SERV.	3,987	5,272	5,500	6,000
202-481.000-707.014	SALARY AND WAGES-WINTER MAINT.	21,860	13,480	21,000	21,000
202-481.000-710.000	PAYROLL TAXES & FRINGE BENEFIT	65,990	71,799	75,000	77,000
202-481.000-775.000	REPAIR & MAINTENANCE SUPPLIES	21,827	14,558	17,000	17,000
202-481.000-801.000	CONTRACTUAL & PROFESSIONAL SEV	-	-	3,000	3,000
202-481.000-940.000	EQUIPMENT RENTAL	42,383	40,907	50,000	50,000
Total Department CENTRAL GARAGE CONTRACT - DDA:		230,616	233,892	264,500	272,000
Department: ADMINISTRATION					
202-482.000-801.000	CONTRACTUAL & PROFESSIONAL SEV	19,750	19,800	21,000	21,000
202-482.000-999.203	CONTRIBUTION TO LOCAL STREETS	-	200,000	200,000	150,000
Total Department ADMINISTRATION:		19,750	219,800	221,000	171,000
Appropriations		551,829	729,570	1,203,500	941,500
Fund 202 - MAJOR STREETS:					
TOTAL ESTIMATED REVENUES		1,057,620	1,111,983	1,129,000	1,143,986
TOTAL APPROPRIATIONS		551,829	729,570	1,203,500	941,500
NET OF REVENUES & APPROPRIATIONS:		505,791	382,413	(74,500)	202,486
BEG. FUND BALANCE		588,166	1,093,957	1,476,369	1,476,369
END FUND BALANCE		1,093,957	1,476,369	1,401,869	1,678,855

CITY OF IONIA
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Budget Document

MAJOR STREET FUND
Expenditures

ROUTINE MAINTENANCE - GENERAL

Line Item: Central Garage Allocation

Line Item Number: 202-463-000-707.000

Current Fiscal Year Adopted: \$71,000

New Fiscal Year Recommended: \$72,000

Description: Funds paid to the Central Garage Fund to cover the wages of Public Works employees completing general maintenance on the major street system.

Line Item: Payroll Taxes & Fringe Benefits

Line Item Number: 202-463-000-710.000

Current Fiscal Year Adopted: \$50,000

New Fiscal Year Recommended: \$52,000

Description: Funds to cover the cost of the payroll taxes and fringe benefits associated with the Public Works employees completing general maintenance on the major street system.

Line Item: Repair and Maintenance Supplies

Line Item Number: 202-463-000-775.000

Current Fiscal Year Adopted: \$8,000

New Fiscal Year Recommended: \$7,000

Description: Funds to cover the cost of supplies used for completing normal maintenance and repairs to the major street system. Examples include patch materials, gravel, grates, etc.

Line Item: Contractual and Professional Services

Line Item Number: 202-463-000-801.000

Current Fiscal Year Adopted: \$402,500

New Fiscal Year Recommended: \$150,000

Description: Funds to cover a variety of professional services including contracting for crack filling, chip sealing, street tree planting and asphalt replacement. Additionally, this line item contains money towards the cost of the Summit Street project.

Line Item: Equipment Rental

Line Item Number: 202-463-000-940.000

Current Fiscal Year Adopted: \$45,000

New Fiscal Year Recommended: \$45,000

Description: Funds paid to the Central Garage Fund to cover the cost of renting equipment used to maintain the major street system.

TREE TRIMMING

Line Item: Central Garage Allocation

Line Item Number: 202-463-100-707.000

Current Fiscal Year Adopted: \$10,000

New Fiscal Year Recommended: \$20,000

Description: Funds paid to the Central Garage Fund to cover the wages of Public Works employees who perform trimming work on trees located along the major street system.

Line Item: Payroll Taxes & Fringe Benefits

Line Item Number: 202-463-100-710.000

Current Fiscal Year Adopted: \$8,000

New Fiscal Year Recommended: \$15,000

Description: Funds to cover the cost of the payroll taxes and fringe benefits associated with the Public Works employees completing tree trimming work along the major street system.

Line Item: Contractual and Professional Services

Line Item Number: 202-463-100-801.000

Current Fiscal Year Adopted: \$1,500

New Fiscal Year Recommended: \$1,500

Description: Funds to cover the expense of periodically hiring a tree removal firm to remove trees that Public Works staff may not have the skill to remove.

Line Item: Equipment Rental

Line Item Number: 202-463-100-940.000

Current Fiscal Year Adopted: \$12,000

New Fiscal Year Recommended: \$16,000

Description: Funds paid to the Central Garage Fund for the use of equipment when completing tree trimming along the major street system.

TRAFFIC SERVICE

Line Item: Central Garage Allocation

Line Item Number: 202-474-000-707.000

Current Fiscal Year Adopted: \$12,000

New Fiscal Year Recommended: \$12,000

Description: Funds paid to the Central Garage Fund to cover the wages of Public Works employees who perform work on the City's major street traffic control (street sign/street painting) system.

Line Item: Payroll Taxes & Fringe Benefits

Line Item Number: 202-474-000-710.000

Current Fiscal Year Adopted: \$8,000

New Fiscal Year Recommended: \$9,000

Description: Funds to cover the cost of the payroll taxes and fringe benefits associated with the Public Works employees completing traffic service type work on the major street system.

Line Item: Repair and Maintenance Supplies

Line Item Number: 202-474-000-775.000

Current Fiscal Year Adopted: \$6,000

New Fiscal Year Recommended: \$6,000

Description: Funds used to cover the cost of purchasing signs, sign posts, paint and other supplies used to manage traffic on the major street system.

Line Item: Contractual and Professional Services

Line Item Number: 202-474-000-801.000

Current Fiscal Year Adopted: \$3,500

New Fiscal Year Recommended: \$3,500

Description: Funds used to hire a street striping company to paint lines on certain major streets.

Line Item: Public Utilities

Line Item Number: 202-474-000-920.000

Current Fiscal Year Adopted: \$300

New Fiscal Year Recommended: \$300

Description: Funds paid to Consumers Energy for electricity used by the street lights.

Line Item: Equipment Rental

Line Item Number: 202-474-000-940.000

Current Fiscal Year Adopted: \$3,200

New Fiscal Year Recommended: \$3,200

Description: Funds paid to the Central Garage Fund for the use of equipment when completing traffic control related maintenance along the major street system.

WINTER MAINTENANCE – Snow and Ice Control

Line Item: Central Garage Allocation

Line Item Number: 202-478-100-707.000

Current Fiscal Year Adopted: \$20,000

New Fiscal Year Recommended: \$25,000

Description: Funds paid to the Central Garage Fund to cover the wages of Public Works employees while removing snow and ice from the major street system.

Line Item: Payroll Taxes & Fringe Benefits

Line Item Number: 202-478-100-710.000

Current Fiscal Year Adopted: \$16,000

New Fiscal Year Recommended: \$18,000

Description: Funds to cover the cost of the payroll taxes and fringe benefits associated with the Public Works employees removing snow from the major street system.

Line Item: Repair and Maintenance Supplies
Line Item Number: 202-478-100-775.000
Current Fiscal Year Adopted: \$15,000
New Fiscal Year Recommended: \$15,000
Description: Funds used to cover the cost of purchasing road salt.

Line Item: Equipment Rental
Line Item Number: 202-478-100-940.000
Current Fiscal Year Adopted: \$26,000
New Fiscal Year Recommended: \$28,000
Description: Funds used to cover the cost of utilizing equipment owned by the Central Garage Fund while removing snow and ice from the major street system.

CENTRAL GARAGE CONTRACT – DDA

Line Item: Salary and Wages – General Maintenance
Line Item Number: 202-481-000-707.011
Current Fiscal Year Adopted: \$90,000
New Fiscal Year Recommended: \$95,000
Description: Funds used to cover the salary and wages of Public Works employees while completing general maintenance in the DDA district. The maintenance is primarily performed along the streets located in downtown.

Line Item: Salary and Wages – Street Sweeping
Line Item Number: 202-481-000-707.012
Current Fiscal Year Adopted: \$3,000
New Fiscal Year Recommended: \$3,000
Description: Funds used to cover the salary and wages of Public Works employees while completing street sweeping in the DDA district.

Line Item: Salary and Wages – Traffic Services
Line Item Number: 202-481-000-707.013
Current Fiscal Year Adopted: \$5,500
New Fiscal Year Recommended: \$6,000
Description: Funds used to cover the salary and wages of Public Works employees while completing street striping and parking lot striping not handled by a contracted firm.

Line Item: Salary and Wages – Winter Maintenance

Line Item Number: 202-481-000-707.014

Current Fiscal Year Adopted: \$21,000

New Fiscal Year Recommended: \$21,000

Description: Funds used to cover the salary and wages of Public Works employees while removing snow and ice from the major streets located in the DDA district.

Line Item: Payroll Taxes & Fringe Benefits

Line Item Number: 202-481-100-710.000

Current Fiscal Year Adopted: \$75,000

New Fiscal Year Recommended: \$77,000

Description: Funds to cover the cost of the payroll taxes and fringe benefits associated with the Public Works employees completing maintenance in the DDA district.

Line Item: Repair and Maintenance Supplies

Line Item Number: 202-481-000-775.000

Current Fiscal Year Adopted: \$17,000

New Fiscal Year Recommended: \$17,000

Description: Funds used to cover the cost of supplies used by Public Works employees while performing routine maintenance in the DDA district.

Line Item: Contractual and Professional Services

Line Item Number: 202-481-000-801.000

Current Fiscal Year Adopted: \$3,000

New Fiscal Year Recommended: \$3,000

Description: Funds used to cover the cost of miscellaneous professional services associated with various DDA district related projects.

Line Item: Equipment Rental

Line Item Number: 202-481-000-940.000

Current Fiscal Year Adopted: \$50,000

New Fiscal Year Recommended: \$50,000

Description: Funds paid to the Central Garage Fund for the equipment that Public Works employees use to perform maintenance in the DDA district.

ADMINISTRATION

Line Item: Contractual and Professional Services

Line Item Number: 202-482-000-801.000

Current Fiscal Year Adopted: \$21,000

New Fiscal Year Recommended: \$21,000

Description: Funds paid to the General Fund to cover the cost of City Hall staff that provide administrative oversight to the Major Street Fund and funds for the Major Street Fund's portion of the annual audit.

Line Item: Transfer to Local Street Fund

Line Item Number: 202-482-000-999.203

Current Fiscal Year Adopted: \$200,000

New Fiscal Year Recommended: \$150,000

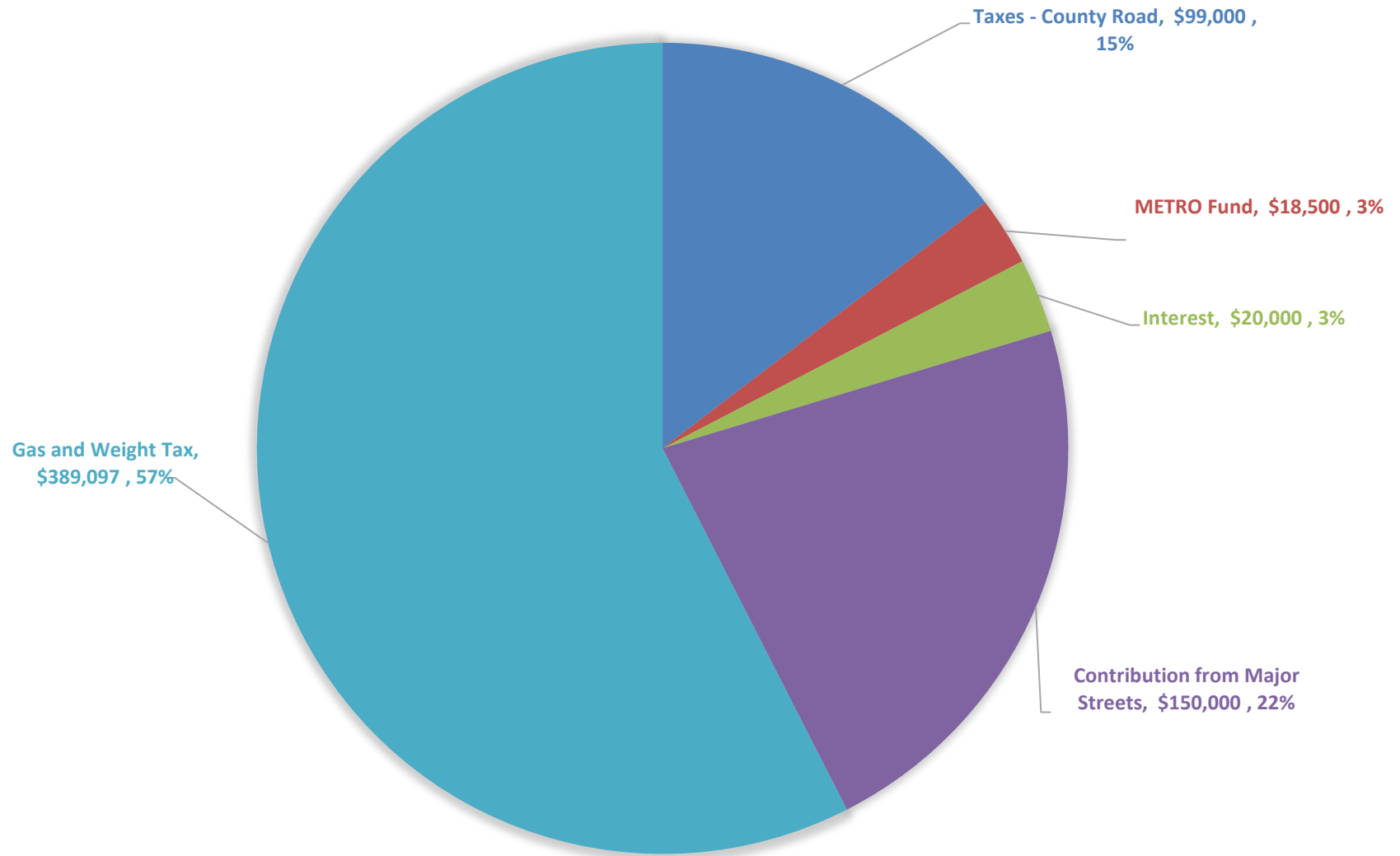
Description: Funds transferred from the Major Street Fund to the Local Street Fund to assist with financing improvements to the local street system.

City of Ionia

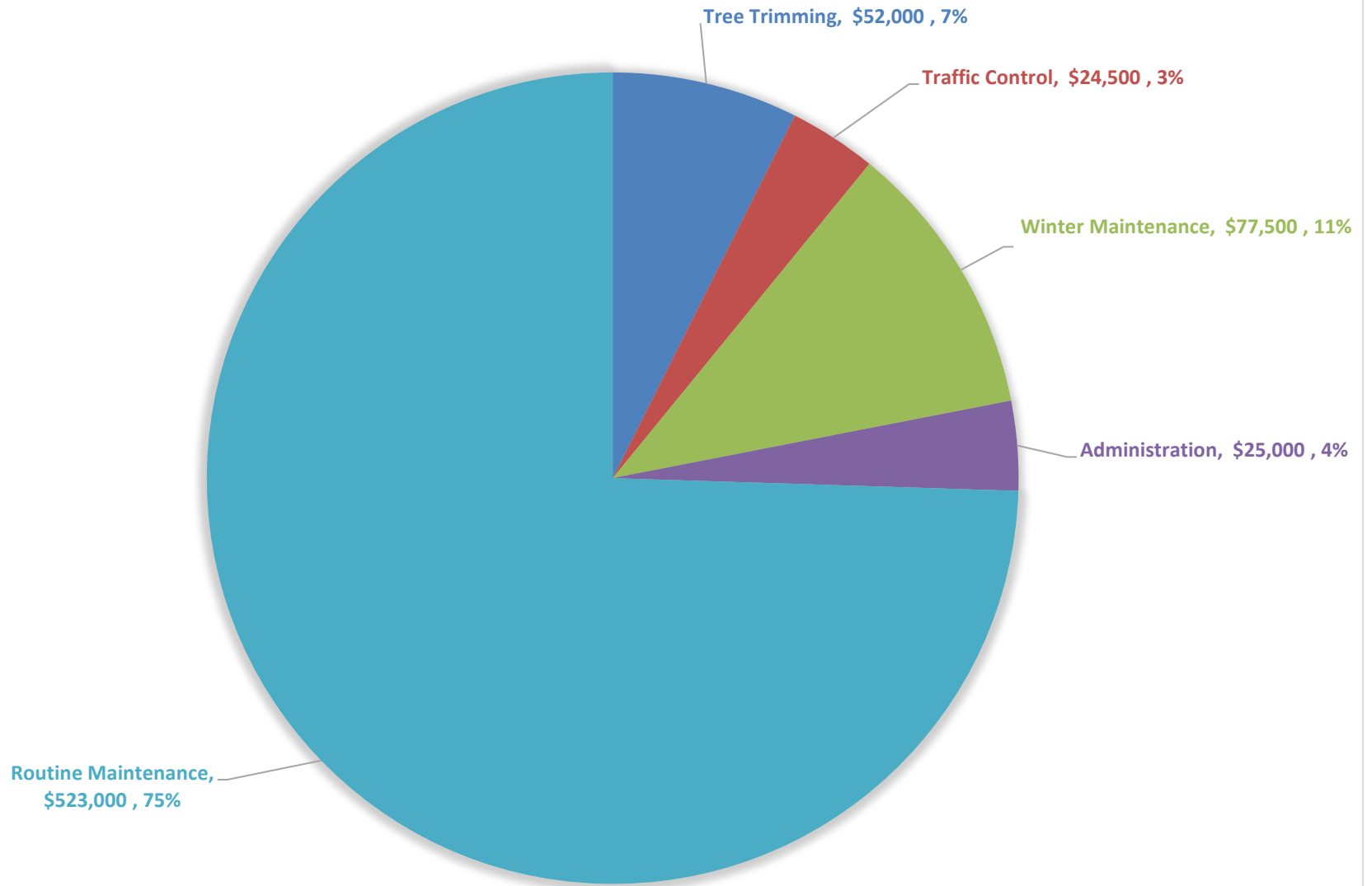
Fiscal Year 2025-2026 Budget

Local Street Fund

LOCAL STREETS REVENUES
2025-2026: \$676,597



LOCAL STREETS EXPENDITURES
2025-2026: \$702,000



				24-25	25-26
		22-23	23-24	Amended	Recommended
GL Number	Description	Activity	Activity	Budget	Budget
Fund: 203 LOCAL STREETS					
Estimated Revenues					
203-000.000-403.000	COUNTY ROAD - TAXES	96,698	102,339	95,000	99,000
203-000.000-546.000	STATE GRANTS - HIGHWAYS & STREETS	360,049	369,371	383,600	389,097
203-000.000-665.000	INTEREST	12,848	30,362	20,000	20,000
203-000.000-688.000	OTHER REVENUE	22,976	21,928	18,500	18,500
203-000.000-699.202	CONTRIB FROM MAJOR STREETS	-	200,000	200,000	150,000
Estimated Revenues		492,572	724,000	717,100	676,597
Appropriations					
Department: ROUTINE MAINTENANCE - GENERAL					
203-463.000-707.000	CENTRAL GARAGE ALLOCATION	67,386	66,416	72,000	72,000
203-463.000-710.000	PAYROLL TAXES & FRINGE BENEFIT	47,591	43,486	50,000	50,000
203-463.000-775.000	REPAIR & MAINTENANCE SUPPLIES	419	1,187	3,000	3,000
203-463.000-801.000	CONTRACTUAL & PROFESSIONAL SEV	13,784	27,813	234,500	355,000
203-463.000-940.000	EQUIPMENT RENTAL	41,708	39,416	43,000	43,000
Total Department ROUTINE MAINTENANCE - GENERAL:		170,888	178,317	402,500	523,000
Department: TREE TRIMMING					
203-463.100-707.000	CENTRAL GARAGE ALLOCATION	19,343	16,909	10,000	20,000
203-463.100-710.000	PAYROLL TAXES & FRINGE BENEFIT	14,113	12,872	8,000	15,000
203-463.100-801.000	CONTRACTUAL & PROFESSIONAL SEV	-	-	1,000	1,000
203-463.100-940.000	EQUIPMENT RENTAL	13,064	13,910	10,000	16,000
Total Department TREE TRIMMING:		46,519	43,691	29,000	52,000
Department: TRAFFIC SERVICE					
203-474.000-707.000	CENTRAL GARAGE ALLOCATION	9,830	11,570	12,000	12,000
203-474.000-710.000	PAYROLL TAXES & FRINGE BENEFIT	6,930	8,062	8,500	8,500
203-474.000-775.000	REPAIR & MAINTENANCE SUPPLIES	-	-	1,000	1,000
203-474.000-940.000	EQUIPMENT RENTAL	1,964	2,667	3,000	3,000
Total Department TRAFFIC SERVICE:		18,725	22,299	24,500	24,500
Department: WINTER MAINT - SNOW/ICE CONTR					
203-478.100-707.000	CENTRAL GARAGE ALLOCATION	17,011	12,612	20,000	21,000
203-478.100-710.000	PAYROLL TAXES & FRINGE BENEFIT	12,604	5,400	17,000	17,500
203-478.100-775.000	REPAIR & MAINTENANCE SUPPLIES	11,760	10,529	15,000	15,000
203-478.100-940.000	EQUIPMENT RENTAL	19,250	13,536	24,000	24,000
Total Department WINTER MAINT - SNOW/ICE CONTR:		60,625	42,076	76,000	77,500

				24-25	25-26
		22-23	23-24	Amended	Recommended
GL Number	Description	Activity	Activity	Budget	Budget
Department: ADMINISTRATION					
203-482.000-801.000	CONTRACTUAL & PROFESSIONAL SEV	25,750	23,800	25,000	25,000
Total Department ADMINISTRATION:		25,750	23,800	25,000	25,000
Appropriations		322,507	310,183	557,000	702,000
Fund 203 - LOCAL STREETS:					
TOTAL ESTIMATED REVENUES		492,572	724,000	717,100	676,597
TOTAL APPROPRIATIONS		322,507	310,183	557,000	702,000
NET OF REVENUES & APPROPRIATIONS:		170,066	413,817	160,100	(25,403)
BEG. FUND BALANCE		520,689	690,754	1,104,571	1,104,571
END FUND BALANCE		690,754	1,104,571	1,264,671	1,079,168

CITY OF IONIA
Fiscal Year 2025-2026
Budget Document
LOCAL STREET FUND
Revenues

Line Item: Current Property Taxes
Line Item Number: 203-000-000-409.000
Current Fiscal Year Adopted: \$95,000
New Fiscal Year Recommended: \$99,000
Description: Funds received from the 1 mill Ionia County road tax.

Line Item: State Grants – Highways & Streets
Line Item Number: 203-000-000-546.000
Current Fiscal Year Adopted: \$383,600
New Fiscal Year Recommended: \$389,097
Description: Funds received from the State of Michigan in the form of Act 51 Gas and Weight Tax. The City has 17.85 miles of local streets.

Line Item: Interest
Line Item Number: 203-000-000-665.000
Current Fiscal Year Adopted: \$20,000
New Fiscal Year Recommended: \$20,000
Description: Funds received in the form of interest income on reserves held by the Local Street Fund.

Line Item: Other Revenue
Line Item Number: 203-000-000-688.000
Current Fiscal Year Adopted: \$18,500
New Fiscal Year Recommended: \$18,500
Description: Funds received from the State of Michigan in the form of METRO fees. These fees are collected by the State on behalf of municipalities for the use of municipal rights-of-way and then redistributed to municipalities who have adopted METRO ordinances.

Line Item: Contributions from Major Street Fund

Line Item Number: 203-000-000-699.202

Current Fiscal Year Adopted: \$200,000

New Fiscal Year Recommended: \$150,000

Description: Funds received in the form of a transfer from the Major Street Fund.

CITY OF IONIA
Fiscal Year 2025-2026
Budget Document

LOCAL STREET FUND
Expenditures

ROUTINE MAINTENANCE - GENERAL

Line Item: Central Garage Allocation

Line Item Number: 203-463-000-707.000

Current Fiscal Year Adopted: \$72,000

New Fiscal Year Recommended: \$72,000

Description: Funds paid to the Central Garage Fund to cover the wages of Public Works employees completing general maintenance on the local street system.

Line Item: Payroll Taxes & Fringe Benefits

Line Item Number: 203-463-000-710.000

Current Fiscal Year Adopted: \$50,000

New Fiscal Year Recommended: \$50,000

Description: Funds to cover the cost of payroll taxes and fringe benefits for wages charged by the Central Garage Fund for performing routine maintenance on the local street system.

Line Item: Repair and Maintenance Supplies

Line Item Number: 203-463-000-775.000

Current Fiscal Year Adopted: \$3,000

New Fiscal Year Recommended: \$3,000

Description: Funds to cover the cost of supplies used for completing normal maintenance and repairs to the local street system. Examples include patch materials, gravel, grates, etc.

Line Item: Contractual and Professional Services

Line Item Number: 203-463-000-801.000

Current Fiscal Year Adopted: \$234,500

New Fiscal Year Recommended: \$355,000

Description: Funds used to cover contractual and professional services such as crack filling, chip sealing, and street tree planting. Street proposed for resurfacing during FY25-26 is Union, Lytle Streets and Kimball Alley.

Line Item: Equipment Rental
Line Item Number: 203-463-000-940.000
Current Fiscal Year Adopted: \$43,000
New Fiscal Year Recommended: \$43,000
Description: Funds paid to the Central Garage Fund to cover the cost of renting equipment used to maintain the local street system.

TREE TRIMMING

Line Item: Central Garage Allocation
Line Item Number: 203-463-100-707.000
Current Fiscal Year Adopted: \$10,000
New Fiscal Year Recommended: \$20,000
Description: Funds paid to the Central Garage Fund to cover the wages of Public Works employees who perform trimming work on trees located within the local street system right-of-way.

Line Item: Payroll Taxes & Fringe Benefits
Line Item Number: 203-463-100-710.000
Current Fiscal Year Adopted: \$8,000
New Fiscal Year Recommended: \$15,000
Description: Funds to cover the cost of payroll taxes and fringe benefits for wages charged by the Central Garage Fund for performing routine maintenance on the local street system.

Line Item: Contractual and Professional Services
Line Item Number: 203-463-100-801.000
Current Fiscal Year Adopted: \$1,000
New Fiscal Year Recommended: \$1,000
Description: Funds to cover the expense of periodically hiring a tree removal firm to remove trees that Public Works staff may not have the skill to remove.

Line Item: Equipment Rental
Line Item Number: 463-100-940.000
Current Fiscal Year Adopted: \$10,000
New Fiscal Year Recommended: \$16,000
Description: Funds paid to the Central Garage Fund for the use of equipment when completing tree trimming along the local street system.

TRAFFIC SERVICE

Line Item: Central Garage Allocation

Line Item Number: 203-474-000-707.000

Current Fiscal Year Adopted: \$12,000

New Fiscal Year Recommended: \$12,000

Description: Funds paid to the Central Garage Fund to cover the wages of Public Works employees who perform work on the City's local street traffic control (street sign/street painting) system.

Line Item: Payroll Taxes & Fringe Benefits

Line Item Number: 203-474-000-710.000

Current Fiscal Year Adopted: \$8,500

New Fiscal Year Recommended: \$8,500

Description: Funds to cover the cost of payroll taxes and fringe benefits for wages charged by the Central Garage Fund for performing traffic service maintenance on the local street system.

Line Item: Repair and Maintenance Supplies

Line Item Number: 203-474-000-775.000

Current Fiscal Year Adopted: \$1,000

New Fiscal Year Recommended: \$1,000

Description: Funds used to cover the cost of purchasing signs, sign posts, paint and other supplies used to manage traffic on the local street system.

Line Item: Equipment Rental

Line Item Number: 203-474-000-940.000

Current Fiscal Year Adopted: \$3,000

New Fiscal Year Recommended: \$3,000

Description: Funds paid to the Central Garage Fund for the use of equipment when completing traffic control related maintenance along the local street system.

WINTER MAINTENANCE – SNOW AND ICE CONTROL

Line Item: Central Garage Allocation

Line Item Number: 203-478-100-707.000

Current Fiscal Year Adopted: \$20,000

New Fiscal Year Recommended: \$21,000

Description: Funds paid to the Central Garage Fund to cover the wages of Public Works employees while removing snow and ice from the local street system.

Line Item: Payroll Taxes & Fringe Benefits

Line Item Number: 203-478-100-710.000

Current Fiscal Year Adopted: \$17,000

New Fiscal Year Recommended: \$17,500

Description: Funds to cover the cost of payroll taxes and fringe benefits for wages charged by the Central Garage Fund for performing winter maintenance on the local street system.

Line Item: Repair and Maintenance Supplies

Line Item Number: 203-478-100-775.000

Current Fiscal Year Adopted: \$15,000

New Fiscal Year Recommended: \$15,000

Description: Funds used to cover the cost of purchasing road salt.

Line Item: Equipment Rental

Line Item Number: 203-478-100-940.000

Current Fiscal Year Adopted: \$24,000

New Fiscal Year Recommended: \$24,000

Description: Funds used to cover the cost of utilizing equipment owned by the Central Garage Fund while removing snow and ice from the local street system.

ADMINISTRATION

Line Item: Contractual and Professional Services

Line Item Number: 203-482-000-801.000

Current Fiscal Year Adopted: \$25,000

New Fiscal Year Recommended: \$25,000

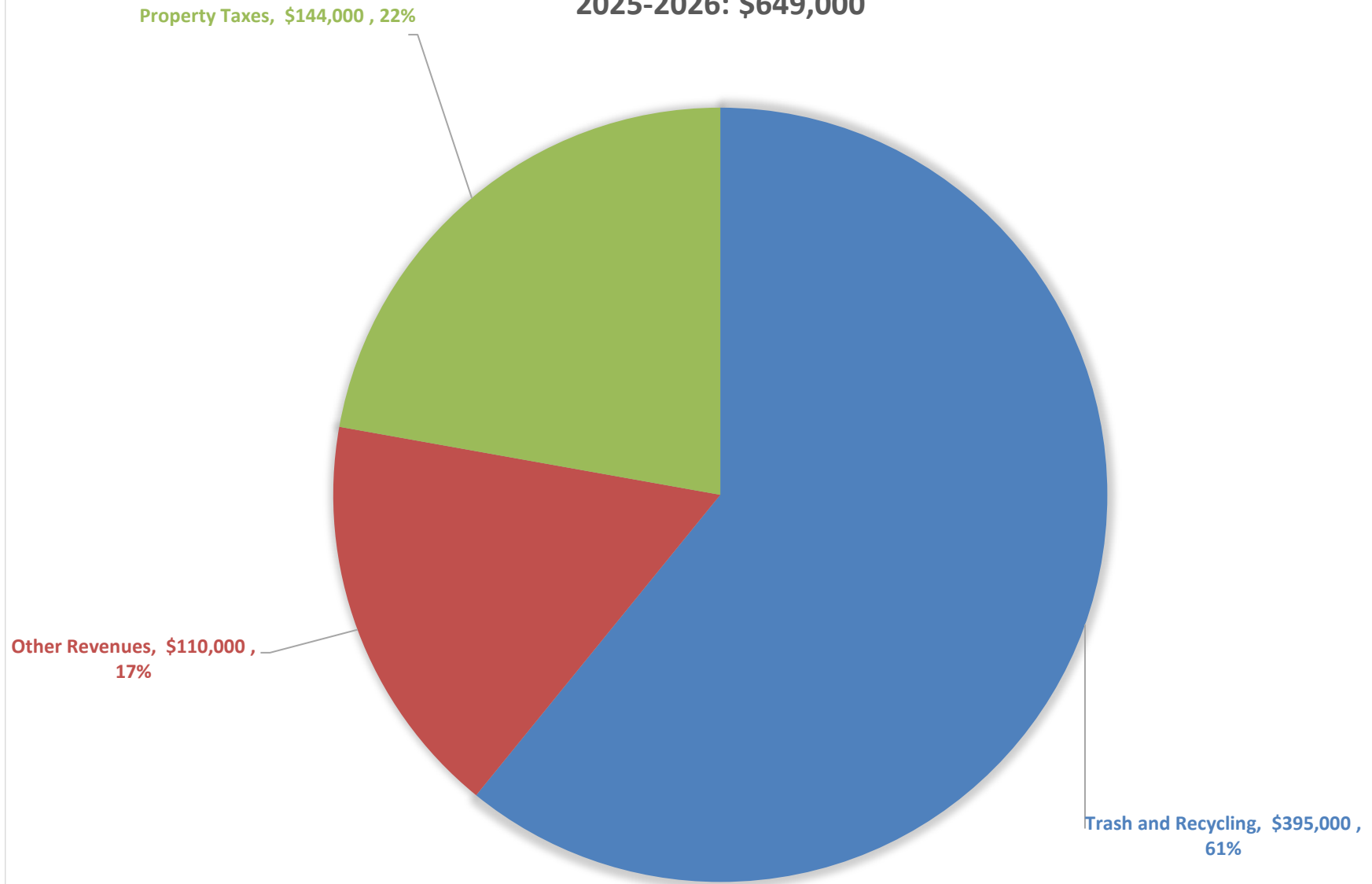
Description: Funds paid to the General Fund to cover the cost of City Hall staff that provide administrative oversight to the Local Street Fund and funds for the Local Street Fund's portion of the annual audit.

City of Ionia

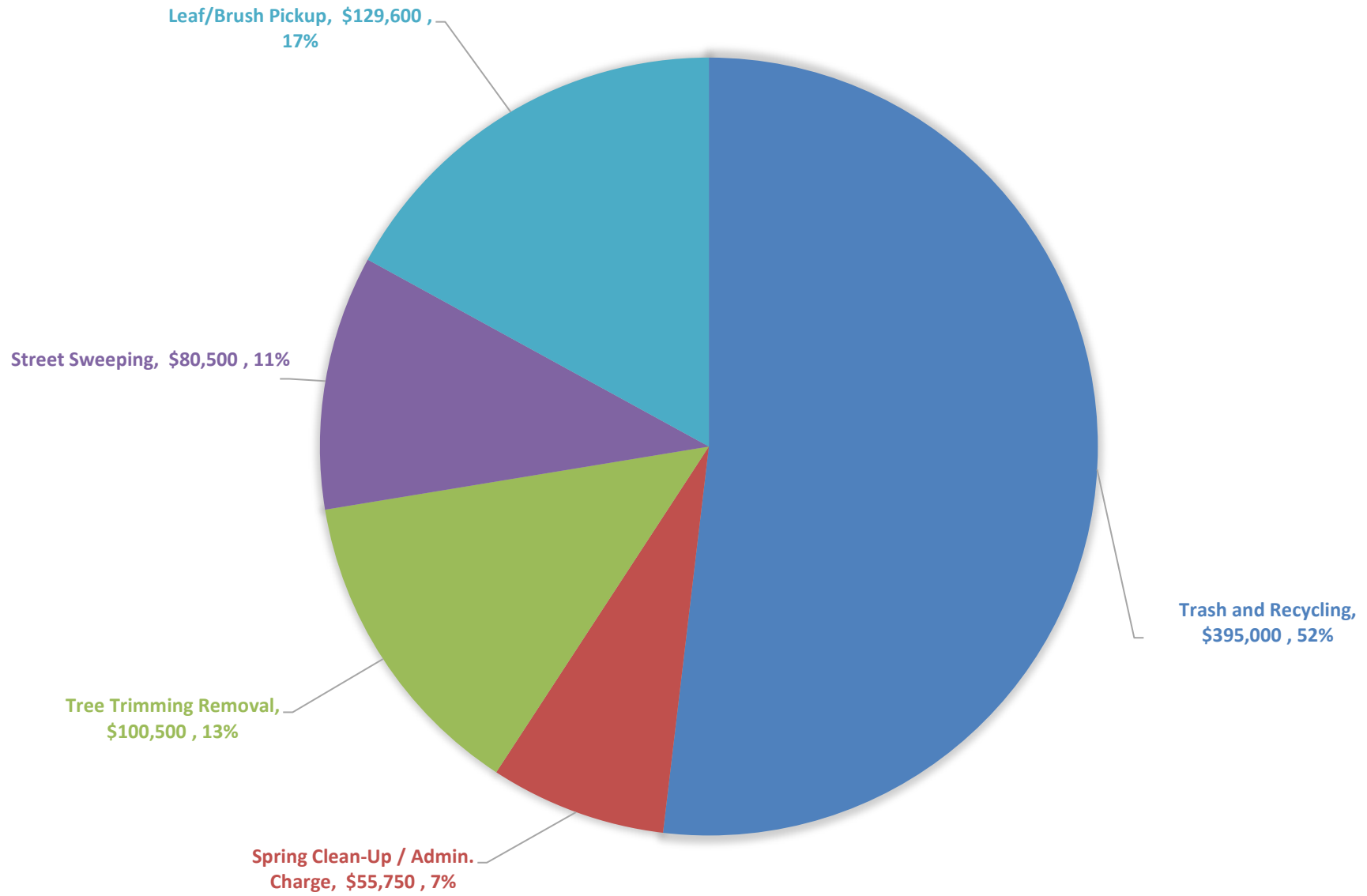
Fiscal Year 2025-2026 Budget

Solid Waste Fund

SOLID WASTE REVENUES
2025-2026: \$649,000



SOLID WASTE EXPENDITURES
2025-2026: \$761,350



				24-25	25-26
		22-23	23-24	Amended	Recommended
GL Number	Description	Activity	Activity	Budget	Budget
Fund: 228 SOLID WASTE FUND					
Estimated Revenues					
228-000.000-409.000	CURRENT PROPERTY TAXES	247,211	254,756	273,000	144,000
228-000.000-573.000	LOCAL COMMUNITY STABILIZATION SHARE APPR	87,565	81,289	70,000	77,000
228-000.000-620.000	REFUSE COLLECTION FEES	295,897	335,186	375,000	395,000
228-000.000-660.000	PENALTY REVENUE	6,323	7,425	6,000	7,000
228-000.000-665.000	INTEREST	8,119	19,529	12,000	14,000
228-000.000-688.000	OTHER REVENUE	11,725	12,056	12,000	12,000
Estimated Revenues		656,841	710,241	748,000	649,000
Appropriations					
Department: CITY PROPERTY IMPROVEMENTS					
228-271.000-707.000	CENTRAL GARAGE ALLOCATION	2,471	1,969	3,000	3,000
228-271.000-710.000	PAYROLL TAXES & FRINGE BENEFIT	2,106	2,002	2,000	2,000
228-271.000-801.000	CONTRACTUAL & PROFESSIONAL SEV	41,544	51,028	50,000	50,000
228-271.000-940.000	EQUIPMENT RENTAL	649	544	-	750
Total Department CITY PROPERTY IMPROVEMENTS:		46,770	55,543	55,000	55,750
Department: RECYCLING CENTER					
228-272.000-801.000	CONTRACTUAL & PROFESSIONAL SEV	283,971	334,391	375,000	395,000
Total Department RECYCLING CENTER:		283,971	334,391	375,000	395,000
Department: TREE TRIMMING					
228-463.100-707.000	CENTRAL GARAGE ALLOCATION	19,148	16,614	35,000	40,000
228-463.100-710.000	PAYROLL TAXES & FRINGE BENEFIT	14,056	12,668	27,000	29,000
228-463.100-801.000	CONTRACTUAL & PROFESSIONAL SEV	-	-	1,500	1,500
228-463.100-940.000	EQUIPMENT RENTAL	13,092	13,800	30,000	30,000
Total Department TREE TRIMMING:		46,296	43,082	93,500	100,500
Department: STREET SWEEPING					
228-463.500-707.000	CENTRAL GARAGE ALLOCATION	13,311	12,449	17,500	17,500
228-463.500-710.000	PAYROLL TAXES & FRINGE BENEFIT	5,762	8,402	11,000	11,000
228-463.500-801.000	CONTRACTUAL & PROFESSIONAL SEV	18,760	9,800	15,000	15,000
228-463.500-940.000	EQUIPMENT RENTAL	27,112	29,138	37,000	37,000
Total Department STREET SWEEPING:		64,946	59,789	80,500	80,500
Department: LEAF AND BRUSH PICKUP					
228-463.700-707.000	CENTRAL GARAGE ALLOCATION	29,306	34,688	35,000	38,000
228-463.700-710.000	PAYROLL TAXES & FRINGE BENEFIT	21,990	25,199	22,000	29,000

				24-25	25-26
		22-23	23-24	Amended	Recommended
GL Number	Description	Activity	Activity	Budget	Budget
228-463.700-801.000	CONTRACTUAL & PROFESSIONAL SEV	10,000	10,000	45,000	35,000
228-463.700-900.000	PUBLISHING	-	-	2,600	2,600
228-463.700-940.000	EQUIPMENT RENTAL	20,811	21,526	25,000	25,000
Total Department LEAF AND BRUSH PICKUP:		82,107	91,414	129,600	129,600
Appropriations		524,089	584,219	733,600	761,350
Fund 228 - SOLID WASTE FUND:					
TOTAL ESTIMATED REVENUES		656,841	710,241	748,000	649,000
TOTAL APPROPRIATIONS		524,089	584,219	733,600	761,350
NET OF REVENUES & APPROPRIATIONS:		132,752	126,022	14,400	(112,350)
BEG. FUND BALANCE		257,142	389,894	515,916	515,916
END FUND BALANCE		389,894	515,916	530,316	403,566

CITY OF IONIA
Fiscal Year 2025-2026
Budget Document

SOLID WASTE FUND
Revenues

Line Item: Property Taxes
Line Item Number: 228.000.000.409.000
Current Fiscal Year Adopted: \$273,000
New Fiscal Year Recommended: \$144,000
Description: Funds received in the form of property taxes from the 1.00 mill solid waste millage.

Line Item: Local Community Stabilization Funds
Line Item Number: 228.000.000.573.000
Current Fiscal Year Adopted: \$70,000
New Fiscal Year Recommended: \$77,000
Description: Revenues received from the State of Michigan through the Local Community Stabilization Fund in lieu of collecting personal property tax locally.

Line Item: Refuse Collection Fees
Line Item Number: 228.000.000.620.000
Current Fiscal Year Adopted: \$375,000
New Fiscal Year Recommended: \$395,000
Description: Funds received in the form of fees paid by residents for trash and recycling removal services provided by Granger. Consistent with the City's contract with Granger, rates for service for FY25-26 will be \$4.25 for bag tags; \$10.30 per month for a 90 gallon container; and, \$4.50 per month for recycling.

Line Item: Penalty Revenue
Line Item Number: 228.000.000.660.000
Current Fiscal Year Adopted: \$6,000
New Fiscal Year Recommended: \$7,000
Description: Funds received in the form of penalties from those who pay their service charges late.

Line Item: Interest
Line Item Number: 228.000.000.665.000
Current Fiscal Year Adopted: \$12,000
New Fiscal Year Recommended: \$14,000
Description: Funds received in the form of interest income on reserves held by the Solid Waste Fund.

Line Item: Other Revenue
Line Item Number: 228.000.000.688.000
Current Fiscal Year Adopted: \$12,000
New Fiscal Year Recommended: \$12,000
Description: Funds received in the form of administrative reimbursement for preparing and processing trash and recycling charges.

CITY OF IONIA
Fiscal Year 2025-2026
Budget Document

SOLID WASTE FUND
Expenditures

SPRING/FALL CLEAN-UP

Line Item: Central Garage Allocation

Line Item Number: 228-271.000.707.000

Current Fiscal Year Adopted: \$3,000

New Fiscal Year Recommended: \$3,000

Description: Funds paid to the Central Garage Fund to cover the wages of the Public Works Department staff completing spring and fall clean-up work.

Line Item: Fringe Benefits

Line Item Number: 228-271.000.710.100

Current Fiscal Year Adopted: \$2,000

New Fiscal Year Recommended: \$2,000

Description: Funds paid to the Central Garage Fund to cover the fringe benefits associated with the wages paid to the Public Works Department staff completing spring and fall clean-up work.

Line Item: Contractual and Professional Services

Line Item Number: 228-271.000.801.000

Current Fiscal Year Adopted: \$50,000

New Fiscal Year Recommended: \$50,000

Description: Funds used to cover the costs associated with administering the City's solid waste collection program (paid to the General Fund) and the cost of disposing items discarded by residents through the spring and fall clean-up programs.

Line Item: Equipment Rental

Line Item Number: 228-271.000.940.000

Current Fiscal Year Adopted: \$0

New Fiscal Year Recommended: \$1,000

Description: Funds to cover the cost of equipment rental for equipment used as part of the spring and fall clean-up programs.

TRASH AND RECYCLE FEES

Line Item: Contractual and Professional Services

Line Item Number: 228-272.000.801.000

Current Fiscal Year Adopted: \$375,000

New Fiscal Year Recommended: \$395,000

Description: Funds paid to Granger for providing trash and recycling services in the City.

TREE TRIMMING AND STUMP REMOVAL

Line Item: Central Garage Fund Allocation

Line Item Number: 228-463.100.707.000

Current Fiscal Year Adopted: \$35,000

New Fiscal Year Recommended: \$40,000

Description: Funds paid to the Central Garage Fund to cover the wages of the Public Works Department staff completing the clean-up work associated with trimming trees and removing stumps.

Line Item: Payroll Taxes & Fringe Benefits

Line Item Number: 228-463.100.710.000

Current Fiscal Year Adopted: \$27,000

New Fiscal Year Recommended: \$29,000

Description: Funds paid to the Central Garage Fund to cover the fringe benefits associated with the wages paid to the Public Works Department staff that handle the clean-up work associated with trimming trees and removing stumps.

Line Item: Contractual and Professional Services

Line Item Number: 228-463.100.801.000

Current Fiscal Year Adopted: \$1,500

New Fiscal Year Recommended: \$1,500

Description: Funds to cover the cost of hiring a contractor to grind stumps.

Line Item: Equipment Rental

Line Item Number: 228-463.100.940.000

Current Fiscal Year Adopted: \$30,000

New Fiscal Year Recommended: \$30,000

Description: Funds paid to the Central Garage Fund for renting the equipment used to clean-up wood and branches and stump grindings from tree trimming or removal work.

STREET SWEEPING

Line Item: Central Garage Fund Allocation

Line Item Number: 228-463.500.707.000

Current Fiscal Year Adopted: \$17,500

New Fiscal Year Recommended: \$17,500

Description: Funds paid to the Central Garage Fund to cover the wages of the Public Works Department staff that sweep City streets.

Line Item: Payroll Taxes & Fringe Benefits

Line Item Number: 228-463.500.710.000

Current Fiscal Year Adopted: \$11,000

New Fiscal Year Recommended: \$11,000

Description: Funds paid to the Central Garage Fund to cover the fringe benefits associated with the wages paid to the Public Works Department staff that sweep City streets.

Line Item: Contractual and Professional Services

Line Item Number: 228-463.500.801.000

Current Fiscal Year Adopted: \$15,000

New Fiscal Year Recommended: \$15,000

Description: Funds to cover the cost of disposing street sweepings at a landfill.

Line Item: Equipment Rental

Line Item Number: 228-463.500.940.000

Current Fiscal Year Adopted: \$37,000

New Fiscal Year Recommended: \$37,000

Description: Funds paid to the Central Garage Fund in the form of rent for the equipment utilized to sweep City streets and discard of the street sweepings.

PICK-UP PROGRAM – LEAF AND BRUSH

Line Item: Central Garage Fund Allocation

Line Item Number: 228-463.700.707.000

Current Fiscal Year Adopted: \$35,000

New Fiscal Year Recommended: \$38,000

Description: Funds paid to the Central Garage Fund to cover the wages of the Public Works Department staff that pick-up leaves and brush as part of the pick-up programs.

Line Item: Payroll Taxes & Fringe Benefits

Line Item Number: 228-463.700.710.000

Current Fiscal Year Adopted: \$22,000

New Fiscal Year Recommended: \$29,000

Description: Funds paid to the Central Garage Fund to cover the fringe benefits associated with the wages paid to the Public Works Department staff that handle the pick-up programs.

Line Item: Contractual and Professional Services

Line Item Number: 228-463.700.801.000

Current Fiscal Year Adopted: \$45,000

New Fiscal Year Recommended: \$35,000

Description: Funds to cover pick-up the cost of having the debris pile ground into compost.

Line Item: Publishing

Line Item Number: 228-463.700.900.000

Current Fiscal Year Adopted: \$2,600

New Fiscal Year Recommended: \$2,600

Description: Funds to cover the cost of publishing notices regarding removal programs in the local newspapers.

Line Item: Equipment Rental

Line Item Number: 228-463.700.940.000

Current Fiscal Year Adopted: \$25,000

New Fiscal Year Recommended: \$25,000

Description: Funds paid to the Central Garage Fund for renting equipment used as part of the pick-up programs.

City of Ionia

Fiscal Year 2025-2026 Budget

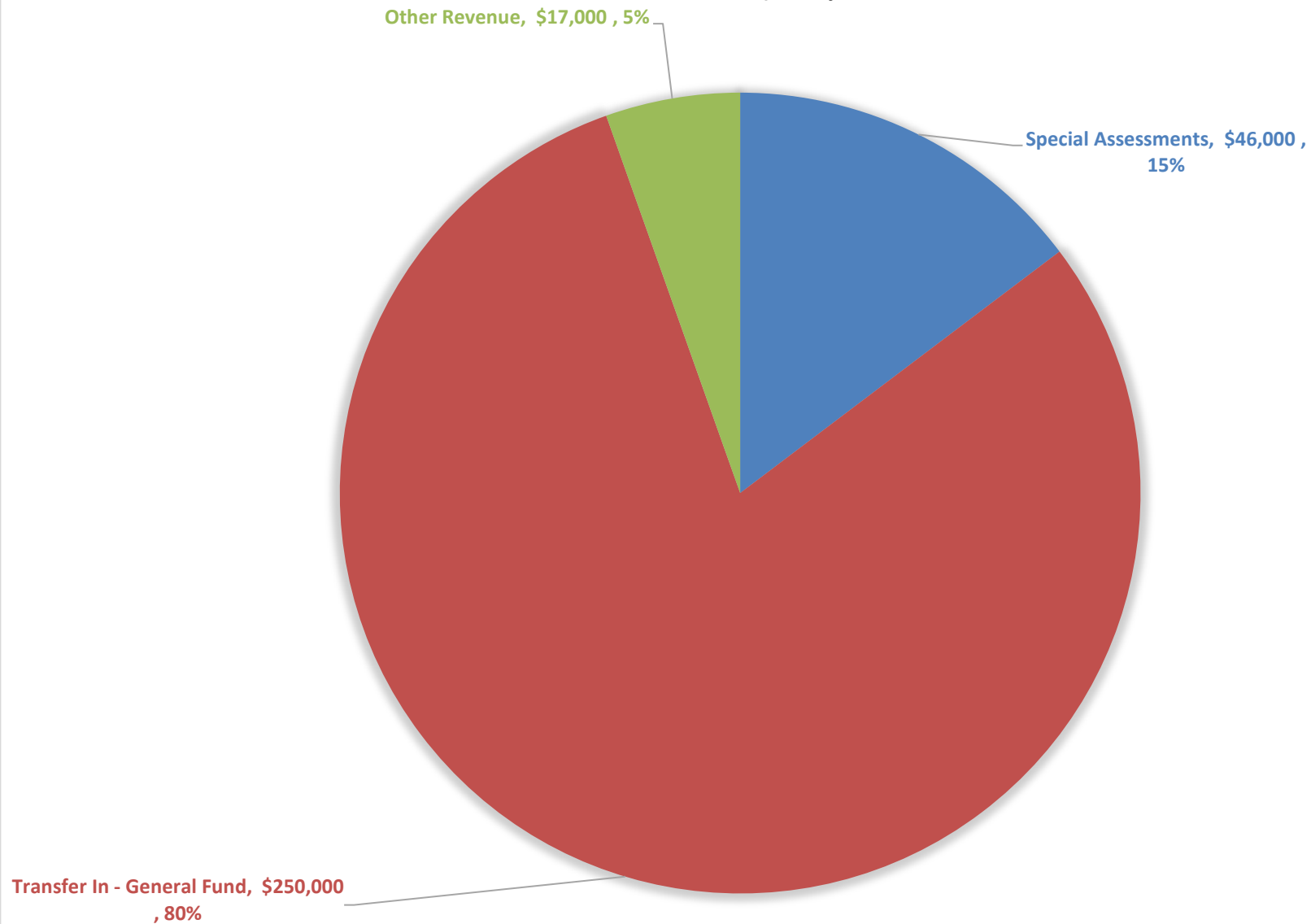
Downtown

Development Authority

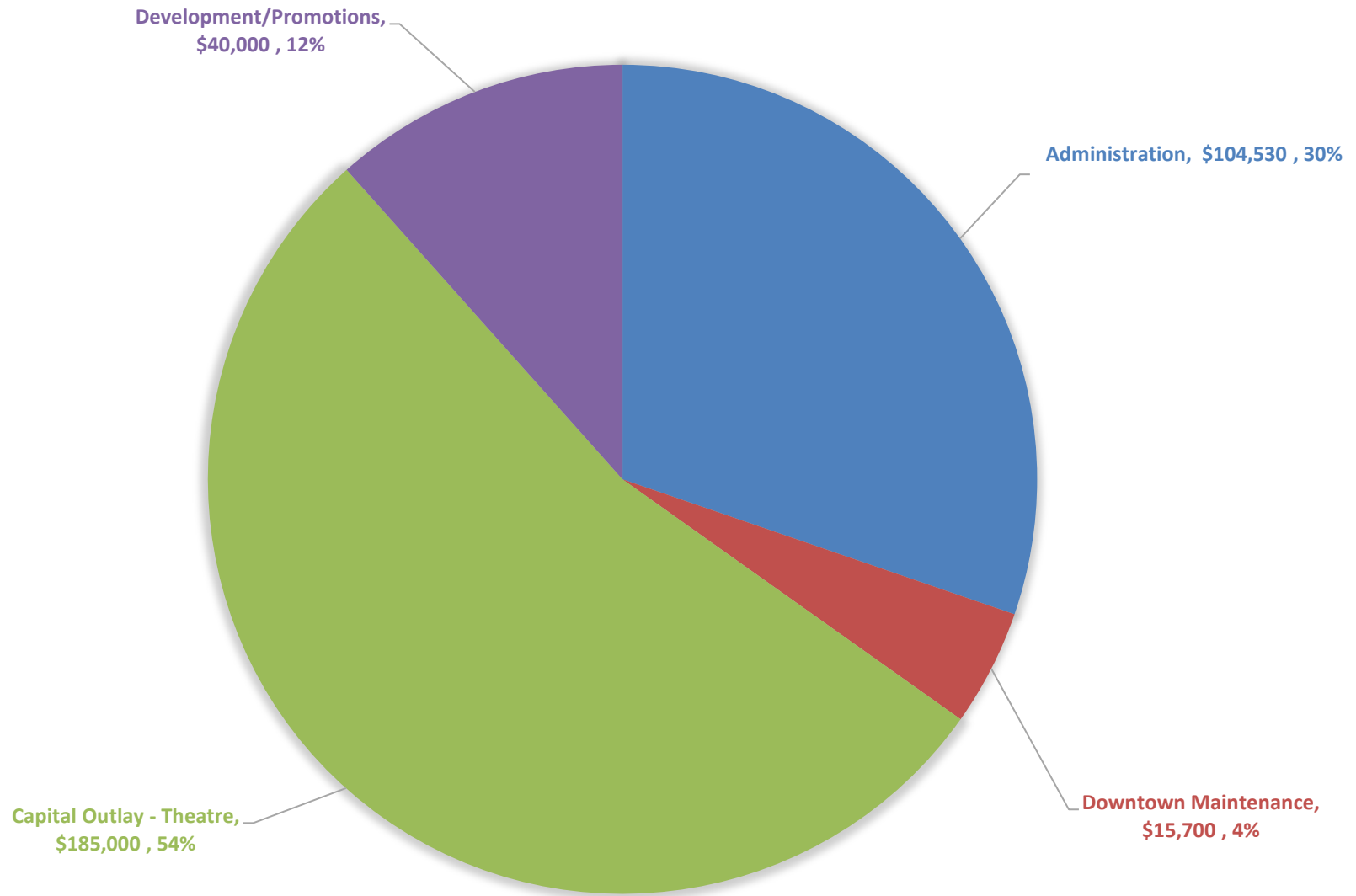
Fund

DOWNTOWN DEVELOPMENT AUTHORITY REVENUES

2025-2026: \$313,000



DOWNTOWN DEVELOPMENT AUTHORITY EXPENDITURES
2025-2026: \$345,230



				24-25	25-26
		22-23	23-24	Amended	Recommended
GL Number	Description	Activity	Activity	Budget	Budget
Fund: 248 DOWNTOWN DEVELOPMENT OPERATING					
Estimated Revenues					
248-000.000-415.000	2 MILL LEVY	46,023	44,294	46,000	46,000
248-000.000-430.000	TAX INCREMENT FINANCING	-	-	-	-
248-000.000-655.000	PROMOTIONS AND SPONSORSHIPS	17,246	16,010	12,800	13,000
248-000.000-665.000	INTEREST	1,411	2,194	500	3,500
248-000.000-676.002	Reimbursement for IFF Agreeemnt	20,000	27,500	30,000	-
248-000.000-688.000	OTHER REVENUE	521	1,360	750	500
248-000.000-699.101	CONTRIBUTIONS FROM GENERAL FUN	350,000	250,000	270,000	250,000
Estimated Revenues		435,200	341,359	360,050	313,000
Appropriations					
Department: ADMINISTRATIVE					
248-558.000-702.000	SALARY & WAGES	73,639	74,843	96,900	73,200
248-558.000-710.000	PAYROLL TAXES & FRINGE BENEFIT	51,472	51,543	59,000	19,330
248-558.000-727.000	OFFICE SUPPLIES	1,959	1,421	1,800	1,800
248-558.000-801.000	CONTRACTUAL & PROFESSIONAL SEV	192,448	1,155	-	1,000
248-558.000-851.000	TELEPHONE	900	900	900	900
248-558.000-860.000	TRANSPORTATION AND TRAINING	1,420	1,803	1,600	2,300
248-558.000-954.000	INSURANCE	5,572	5,790	5,400	6,000
248-558.000-980.700	CAPITAL OUTLAY - THEATRE	24,460	44,200	155,000	185,000
Total Department ADMINISTRATIVE:		351,870	181,656	320,600	289,530
Department: DOWNTOWN MAINTENANCE					
248-600.000-740.000	OPERATING SUPPLIES	4,906	5,233	21,000	7,000
248-600.000-920.000	PUBLIC UTILITIES	7,904	8,032	6,500	8,700
Total Department DOWNTOWN MAINTENANCE:		12,810	13,265	27,500	15,700
Department: DDA DEVELOPMENT					
248-610.000-801.000	CONTRACTUAL & PROFESSIONAL SEV	-	360	20,000	20,000
248-610.000-972.000	PROMOTIONS AND FIREWORKS	17,774	14,956	20,000	20,000
248-610.000-972.002	SPECIAL EVENTS	40	-	-	-
Total Department DDA DEVELOPMENT:		17,814	15,316	40,000	40,000
Appropriations		382,495	210,236	388,100	345,230
Fund 248 - DOWNTOWN DEVELOPMENT OPERATING:					
TOTAL ESTIMATED REVENUES		435,200	341,359	360,050	313,000

				24-25	25-26
		22-23	23-24	Amended	Recommended
GL Number	Description	Activity	Activity	Budget	Budget
TOTAL APPROPRIATIONS		382,495	210,236	388,100	345,230
NET OF REVENUES & APPROPRIATIONS:		52,705	131,122	(28,050)	(32,230)
BEG. FUND BALANCE		6,798	59,504	190,626	190,626
END FUND BALANCE		59,504	190,626	162,576	158,396

CITY OF IONIA
Fiscal Year 2025-2026
Budget Document

DOWNTOWN DEVELOPMENT AUTHORITY
Revenues

Line Item: Special Assessment Revenues

Line Item Number: 248-000-000-415.000

Current Fiscal Year Adopted: \$46,000

New Fiscal Year Recommended: \$46,000

Description: Revenues received in the form of property taxes from the 2 mills levied against real and personal properties in the Downtown Development Authority District.

Line Item: Promotions and Sponsorships

Line Item Number: 248-000-000-655.000

Current Fiscal Year Adopted: \$12,800

New Fiscal Year Recommended: \$13,000

Description: Revenues received in the form of contributions for special projects, such as fireworks, garland wraps, etc.

Line Item: Interest Income

Line Item Number: 248-000-000-665.000

Current Fiscal Year Adopted: \$500

New Fiscal Year Recommended: \$3,500

Description: Revenues received in the form of interest income.

Line Item: Reimbursement from the Ionia Free Fair

Line Item Number: 248-000-000-676.002

Current Fiscal Year Adopted: \$30,000

New Fiscal Year Recommended: \$0

Description: Revenues received from the Ionia Free Fair to cover the cost of the DDA Director helping with marketing and sponsorship.

Line Item: Contributions from the General Fund

Line Item Number: 248-000-000-699.101

Current Fiscal Year Adopted: \$270,000

New Fiscal Year Recommended: \$250,000

Description: Revenues received in the form of a transfer from the General Fund from the 1.00 mill property tax levy for improvements to the Ionia Theatre and to cover the money from PPT loss that is sent to the city.

CITY OF IONIA
Fiscal Year 2025-2026
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DOWNTOWN DEVELOPMENT AUTHORITY
Expenditures

ADMINISTRATIVE

Line Item: Salary & Wages

Line Item Number: 248-558-000-702.000

Current Fiscal Year Adopted: \$96,900

New Fiscal Year Recommended: \$73,200

Description: Funds to cover the annual salary of the Downtown Development Authority (DDA) Director.

Line Item: Payroll Taxes & Fringe Benefits

Line Item Number: 248-558-000-710-000

Current Fiscal Year Adopted: \$59,000

New Fiscal Year Recommended: \$19,330

Description: Funds to cover the Social Security, health and dental insurance, life insurance, retirement, workers' compensation and unemployment insurance expenses for positions funded from this budget.

Line Item: Office Supplies

Line Item Number: 248-558-000-727.000

Current Fiscal Year Adopted: \$1,800

New Fiscal Year Recommended: \$1,800

Description: Funds used to cover the cost of office supplies purchased for DDA activities.

Line Item: Contractual and Professional

Line Item Number: 248-558-000-801.000

Current Fiscal Year Adopted: \$0

New Fiscal Year Recommended: \$1,00

Description: Funds to cover of contractual services at the DDA Director's downtown office.

Line Item: Telephone
Line Item Number: 248-558-000-851.000
Current Fiscal Year Adopted: \$900
New Fiscal Year Recommended: \$900
Description: Funds to cover of telephone service at the DDA Director's downtown office.

Line Item: Transportation and Training
Line Item Number: 248-558-000-860.000
Current Fiscal Year Adopted: \$1,600
New Fiscal Year Recommended: \$2,300
Description: Funds to cover the cost of the DDA Director attending training sessions and memberships in the West Michigan Tourist Association, Michigan Downtown Association, and others.

Line Item: Insurance
Line Item Number: 248-558-000-954.000
Current Fiscal Year Adopted: \$5,400
New Fiscal Year Recommended: \$6,000
Description: Funds used to cover the cost of insuring the Ionia Theatre.

Line Item: Capital Outlay
Line Item Number: 248-558-000-980.700
Current Fiscal Year Adopted: \$155,000
New Fiscal Year Recommended: \$185,000
Description: Funds used to cover the cost of capital improvements to the Ionia Theatre.

DOWNTOWN MAINTENANCE

Line Item: Operating Supplies
Line Item Number: 248-600-000-740.000
Current Fiscal Year Adopted: \$21,000
New Fiscal Year Recommended: \$7,000
Description: Funds used to purchase flowers, wood mulch, garland and other beautification supplies for downtown.

Line Item: Public Utilities

Line Item Number: 248-600-000-920.000

Current Fiscal Year Adopted: \$6,500

New Fiscal Year Recommended: \$8,700

Description: Funds used to cover the cost of electricity used in the DDA district for Christmas lights and certain street lights.

DDA DEVELOPMENT

Line Item: Contractual and Professional Services

Line Item Number: 248-610-000-801.000

Current Fiscal Year Adopted: \$20,000

New Fiscal Year Recommended: \$20,000

Description: Funds used to cover the costs of promotional programs and activities in the DDA district.

Line Item: Promotions and Fireworks

Line Item Number: 248-610-000-972.000

Current Fiscal Year Adopted: \$20,000

New Fiscal Year Recommended: \$20,000

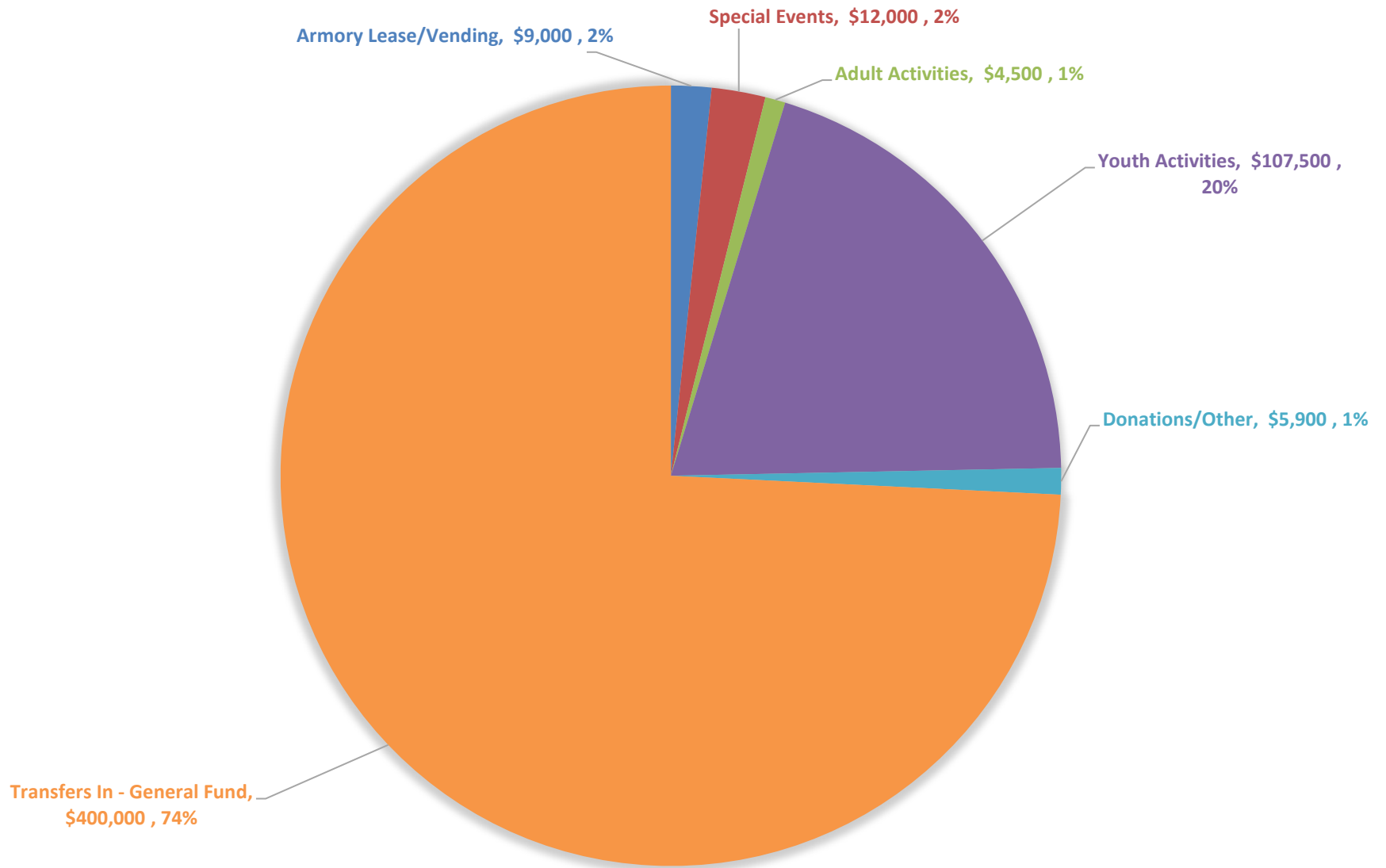
Description: Funds used to cover the costs of promotional programs and activities in the DDA district including the DDA's contribution towards fireworks and advertising and marketing pieces.

City of Ionia

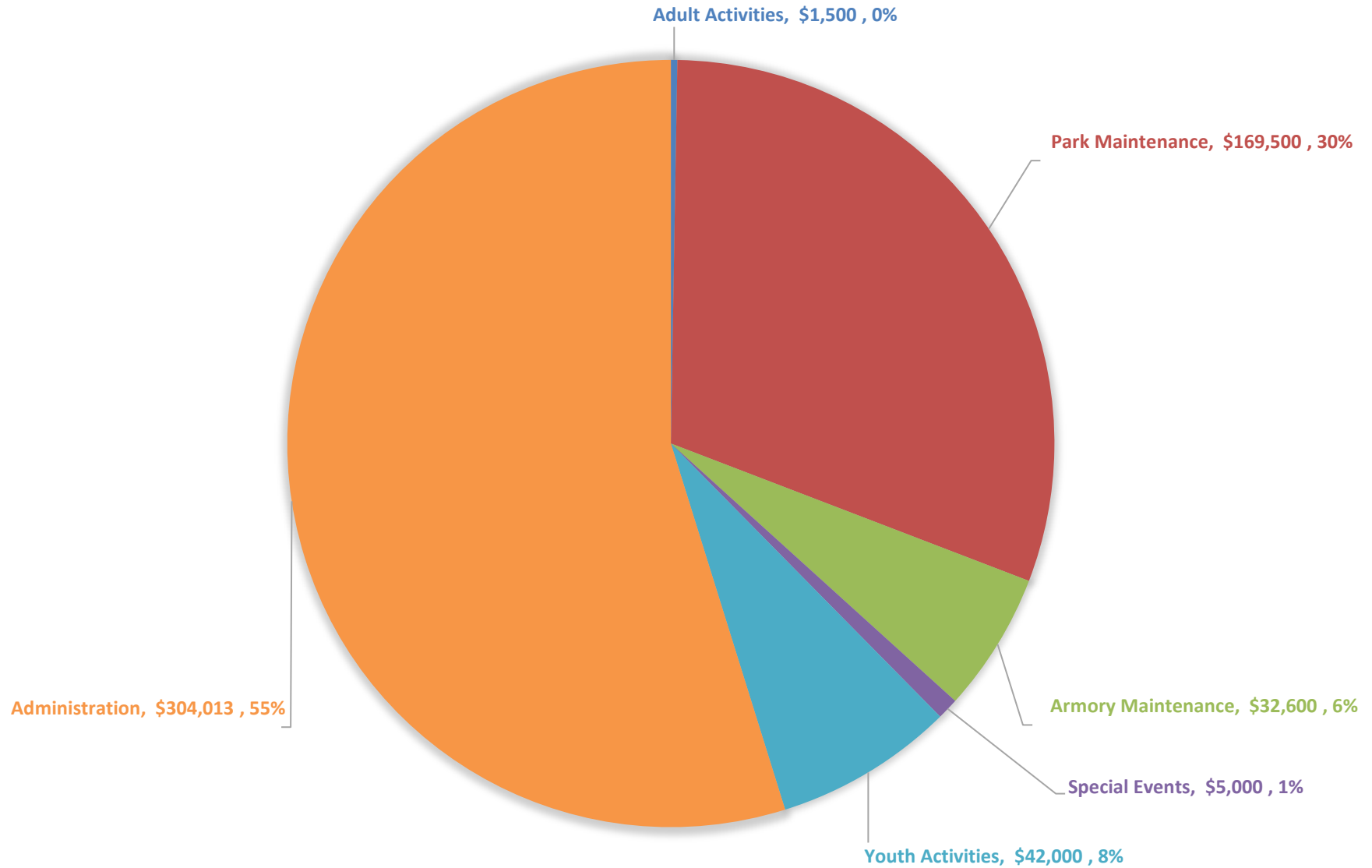
Fiscal Year 2025-2026 Budget

***Parks and Recreation
Fund***

RECREATION REVENUES
2025-2026: \$538,900



RECREATION EXPENDITURES
2025-2026: \$554,613



				24-25	25-26
		22-23	23-24	Amended	Recommended
GL Number	Description	Activity	Activity	Budget	Budget
Fund: 249 RECREATION DEPARTMENT					
Estimated Revenues					
249-000.000-647.000	ADULT ACTIVITIES	4,045	7,018	9,000	4,500
249-000.000-648.000	YOUTH ACTIVITIES	88,102	100,973	92,000	105,000
249-000.000-648.100	YOUTH FOOTBALL ASSOCIATION	3,683	2,104	4,800	2,500
249-000.000-652.000	SPECIAL EVENTS	6,461	9,064	12,000	12,000
249-000.000-665.000	INTEREST	708	2,921	1,300	1,300
249-000.000-674.000	ARMORY-LEASES:ROOMS,FLOORS	5,251	10,250	7,000	9,000
249-000.000-675.000	GIFTS DONATIONS	-	3,000	3,000	3,000
249-000.000-688.000	OTHER REVENUE	1,688	5,647	1,500	1,600
249-000.000-699.101	CONTRIBUTIONS FROM GENERAL FUN	375,000	375,000	375,000	400,000
Estimated Revenues		484,938	515,977	505,600	538,900
Appropriations					
Department: ADMINISTRATION					
249-536.000-702.000	SALARY & WAGES	119,905	127,229	138,500	156,796
249-536.000-702.009	SALARY & WAGES - SEASONAL	7,105	10,334	7,000	7,000
249-536.000-710.000	PAYROLL TAXES & FRINGE BENEFIT	91,778	92,051	103,000	118,117
249-536.000-727.000	OFFICE SUPPLIES	880	660	750	500
249-536.000-727.100	COPY MACHINE LEASE	213	4,242	1,000	1,000
249-536.000-801.000	CONTRACTUAL & PROFESSIONAL SEV	7,850	6,350	8,000	8,000
249-536.000-850.000	COMMUNICATIONS	3,873	1,412	3,700	3,700
249-536.000-860.000	TRANSPORTATION AND TRAINING	716	940	750	750
249-536.000-861.000	MEMBERSHIP AND DUES	30	-	800	750
249-536.000-954.000	INSURANCE	6,671	11,559	11,700	7,000
249-536.000-956.001	SALES TAX	208	119	400	400
Total Department ADMINISTRATION:		239,229	254,896	275,600	304,013
Department: OPERATIONS					
249-560.000-751.000	SPECIAL EVENT ACTIVITIES	4,468	4,110	3,000	5,000
249-560.000-752.000	ADULT ACTIVITIES	3,354	2,926	4,000	1,500
249-560.000-753.000	YOUTH ACTIVITIES	36,741	35,924	35,000	40,000
249-560.000-762.313	YOUTH FOOTBALL ADVISORY BOARD	3,381	3,290	3,400	2,000
Total Department OPERATIONS:		47,944	46,251	45,400	48,500
Department: ARMORY					
249-755.000-702.000	SALARY & WAGES	638	327	1,500	1,500

				24-25	25-26
		22-23	23-24	Amended	Recommended
GL Number	Description	Activity	Activity	Budget	Budget
249-755.000-707.000	CENTRAL GARAGE ALLOCATION	31	-	500	500
249-755.000-710.000	PAYROLL TAXES & FRINGE BENEFIT	294	154	500	500
249-755.000-775.000	REPAIR & MAINTENANCE SUPPLIES	2,305	3,094	3,000	5,000
249-755.000-801.000	CONTRACTUAL & PROFESSIONAL SEV	2,773	2,130	4,000	4,000
249-755.000-920.000	PUBLIC UTILITIES	16,246	14,079	14,000	15,000
249-755.000-931.000	BUILDING REPAIR & MAINTENANCE	8,720	6,543	7,500	6,000
249-755.000-940.000	EQUIPMENT RENTAL	255	-	100	100
Total Department ARMORY:		31,263	26,326	31,100	32,600
Department: PARK MAINTENANCE					
249-770.000-707.000	CENTRAL GARAGE ALLOCATION	45,762	46,007	50,000	50,000
249-770.000-710.000	PAYROLL TAXES & FRINGE BENEFIT	31,715	35,952	32,000	32,000
249-770.000-740.000	OPERATING SUPPLIES	4,360	14,335	5,500	7,000
249-770.000-801.000	CONTRACTUAL & PROFESSIONAL SEV	2,374	1,941	7,000	3,500
Department: PARK MAINTENANCE					
249-770.000-920.000	PUBLIC UTILITIES	5,590	6,113	6,500	7,000
249-770.000-940.000	EQUIPMENT RENTAL	67,513	63,504	70,000	70,000
Total Department PARK MAINTENANCE:		157,314	167,852	171,000	169,500
Appropriations		475,751	495,325	523,100	554,613
Fund 249 - RECREATION DEPARTMENT:					
TOTAL ESTIMATED REVENUES		484,938	515,977	505,600	538,900
TOTAL APPROPRIATIONS		475,751	495,325	523,100	554,613
NET OF REVENUES & APPROPRIATIONS:		9,188	20,651	(17,500)	(15,713)
BEG. FUND BALANCE		39,215	48,403	69,054	69,054
END FUND BALANCE		48,403	69,054	51,554	53,341

CITY OF IONIA
Fiscal Year 2025-2026
Budget Document

RECREATION FUND
Revenues

Line Item: Adult Activities

Line Item Number: 249-000-000-647.000

Current Fiscal Year Adopted: \$9,000

New Fiscal Year Recommended: \$4,500

Description: Revenues received from adult programming. Revenue sources anticipated include adult summer softball, adult fall softball, City league basketball, and for adult open gym.

Line Item: Youth Activities

Line Item Number: 249-000-000-648.000

Current Fiscal Year Adopted: \$92,000

New Fiscal Year Recommended: \$105,000

Description: Revenues received from youth programming. Revenues are expected from a variety of youth programs including soccer, t-ball, tackle football, summer day camp, Lil'Hoppers, flag football and revenues from other programs offered by the Department.

Line Item: Youth Football Association

Line Item Number: 249-000-000-648.100

Current Fiscal Year Adopted: \$4,800

New Fiscal Year Recommended: \$2,500

Description: Revenues received from the Football Association through fundraising activities such as concessions and 50/50 ticket sales.

Line Item: Special Event Programs

Line Item Number: 249-000-000-652.000

Current Fiscal Year Adopted: \$12,000

New Fiscal Year Recommended: \$12,000

Description: Revenues received from special events programming. Special events revenues include Zumba, Tae Kwan Do, the 5K race, and revenue from the corporate sponsorship program and other miscellaneous revenues.

Line Item: Interest Income

Line Item Number: 249-000-000-665.000

Current Fiscal Year Adopted: \$1,300

New Fiscal Year Recommended: \$1,300

Description: Revenues received in the form of interest income reserves held by the Recreation Fund.

Line Item: Armory – Lease

Line Item Number: 249-000-000-674.000

Current Fiscal Year Adopted: \$7,000

New Fiscal Year Recommended: \$9,000

Description: Revenues received from the rental of space at the Armory. This includes rental from the Marines and other miscellaneous rentals.

Line Item: Other Revenue

Line Item Number: 249-000-000-688.000

Current Fiscal Year Adopted: \$3,000

New Fiscal Year Recommended: \$3,000

Description: Revenues received from park rentals.

Line Item: Contribution – General Fund

Line Item Number: 249-000-000-699.101

Current Fiscal Year Adopted: \$375,000

New Fiscal Year Recommended: \$400,000

Description: Revenues received from the General Fund to offset Recreation Fund operations.

CITY OF IONIA
Fiscal Year 2025-2026
Budget Document

RECREATION FUND
Expenditures

ADMINISTRATION

Line Item: Salary and Wages

Line Item Number: 249-536-000-702.000

Current Fiscal Year Adopted: \$138,500

New Fiscal Year Recommended: \$156,796

Description: Funds to cover the cost of wages and longevity payments for the Recreation Director and wages for Recreation Department employees.

Line Item: Salary and Wages - Seasonal

Line Item Number: 249-536-000-702.009

Current Fiscal Year Adopted: \$7,000

New Fiscal Year Recommended: \$7,000

Description: Funds to cover the cost of part-time seasonal employees hired to assist with summer day camp (counselors).

Line Item: Payroll & Fringe Benefits

Line Item Number: 249-536-000-710.000

Current Fiscal Year Adopted: \$103,000

New Fiscal Year Recommended: \$118,117

Description: Funds to cover the Social Security, health and dental insurance, life insurance, retirement, workers' compensation and unemployment insurance expenses for positions funded from this budget.

Line Item: Office Supplies

Line Item Number: 249-536-000-727.000

Current Fiscal Year Adopted: \$750

New Fiscal Year Recommended: \$500

Description: Funds to cover the expenses associated with office supplies for the Recreation Department.

Line Item: Copy Machine Maintenance

Line Item Number: 249-536-000-727.100

Current Fiscal Year Adopted: \$1,000

New Fiscal Year Recommended: \$1,000

Description: Funds to cover the quarterly maintenance contract expense for the copy machine used by the Recreation Department.

Line Item: Contractual and Professional Services

Line Item Number: 249-536-000-801.000

Current Fiscal Year Adopted: \$8,000

New Fiscal Year Recommended: \$8,000

Description: Funds used to cover the Recreation Department's portion of the annual audit and other professional fees.

Line Item: Communications

Line Item Number: 249-536-000-850.000

Current Fiscal Year Adopted: \$3,700

New Fiscal Year Recommended: \$3,700

Description: Funds used to cover the expenses associated with phone services at the Armory.

Line Item: Transportation and Training

Line Item Number: 249-536-000-860.000

Current Fiscal Year Adopted: \$800

New Fiscal Year Recommended: \$750

Description: Funds used to cover expenses associated with staff training, including registration fees and associated travel expenses, if applicable.

Line Item: Membership and Dues

Line Item Number: 249-536-000-861.000

Current Fiscal Year Adopted: \$800

New Fiscal Year Recommended: \$750

Description: Funds used to cover the membership expenses for Michigan Recreation and Parks Association, National Recreation and Parks Association, NAEIR.

Line Item: Insurance
Line Item Number: 249-536-000-954.000
Current Fiscal Year Adopted: \$11,700
New Fiscal Year Recommended: \$7,000
Description: Funds used to cover the annual insurance premium paid to the Michigan Municipal League Liability and Property Pool.

Line Item: Sales Tax
Line Item Number: 249-536-000-956.001
Current Fiscal Year Adopted: \$400
New Fiscal Year Recommended: \$400
Description: Funds used to cover the cost of sales tax associated with the concession items sold as part of the football program.

OPERATIONS

Line Item: Special Event Activities
Line Item Number: 249-560-000-751.000
Current Fiscal Year Adopted: \$3,000
New Fiscal Year Recommended: \$5,000
Description: Funds to cover the cost of special events and activities such as Tae Kwon Do, Zumba, and other activities.

Line Item: Adult Activities
Line Item Number: 249-560-000-752.000
Current Fiscal Year Adopted: \$4,000
New Fiscal Year Recommended: \$1,500
Description: Funds to cover the cost of adult activities

Line Item: Youth Activities
Line Item Number: 249-560-000-753.000
Current Fiscal Year Adopted: \$35,000
New Fiscal Year Recommended: \$40,000
Description: Funds to cover the cost of youth activities.

Line Item: Youth Football Advisory Board

Line Item Number: 249-560-000-762.313

Current Fiscal Year Adopted: \$3,400

New Fiscal Year Recommended: \$2,000

Description: Funds to cover expenses associated with the youth football program.

ARMORY

Line Item: Salary & Wages

Line Item Number: 249-755-000-702.000

Current Fiscal Year Adopted: \$1,500

New Fiscal Year Recommended: \$1,500

Description: Funds to cover the cost of DPU staff providing maintenance and repair services for the Armory boiler.

Line Item: Central Garage Allocation

Line Item Number: 249-755-000-707.000

Current Fiscal Year Adopted: \$500

New Fiscal Year Recommended: \$500

Description: Funds paid to the Central Garage Fund and utility funds to cover the cost of Public Works Department/Public Utilities Department employees performing maintenance at the Armory.

Line Item: Payroll Taxes & Fringe Benefits

Line Item Number: 249-755-000-710.000

Current Fiscal Year Adopted: \$500

New Fiscal Year Recommended: \$500

Description: Funds to cover the cost of payroll taxes and fringe benefits for DPU staff providing maintenance and repair services for the Armory boiler.

Line Item: Repair and Maintenance

Line Item Number: 249-755-000-775.000

Current Fiscal Year Adopted: \$3,000

New Fiscal Year Recommended: \$5,000

Description: Funds to cover the cost of cleaning and other supplies for the on-going maintenance of the Armory.

Line Item: Contractual and Professional Services

Line Item Number: 249-755-000-801.000

Current Fiscal Year Adopted: \$4,000

New Fiscal Year Recommended: \$4,000

Description: Funds to cover the contractual service expenses associated with the maintenance of the Armory. This includes the annual service contract on the elevator, annual expense for pest control and trash service expense.

Line Item: Public Utilities

Line Item Number: 249-755-000-920.000

Current Fiscal Year Adopted: \$14,000

New Fiscal Year Recommended: \$15,000

Description: Funds to cover the natural gas and electricity expenses associated with operating the Armory.

Line Item: Building Repair and Maintenance

Line Item Number: 249-755-000-931.000

Current Fiscal Year Adopted: \$7,500

New Fiscal Year Recommended: \$6,000

Description: Funds to cover basic repair costs at the Armory.

PARKS MAINTENANCE

Line Item: Central Garage Allocation

Line Item Number: 249-770-000-707.000

Current Fiscal Year Adopted: \$50,000

New Fiscal Year Recommended: \$50,000

Description: Funds to cover the cost of having Public Works Department staff complete repair and maintenance work to the parks system, including the cutting of grass.

Line Item: Payroll Taxes & Fringe Benefits

Line Item Number: 249-770-000-710.000

Current Fiscal Year Adopted: \$32,000

New Fiscal Year Recommended: \$32,000

Description: Funds used to cover the fringe benefits expenses associated with the Public Works Department staff that work in the parks.

Line Item: Operating Supplies
Line Item Number: 249-770-000-740.000
Current Fiscal Year Adopted: \$5,500
New Fiscal Year Recommended: \$7,000
Description: Funds to cover the operating supply expenses associated with the parks system.

Line Item: Contractual and Professional Services
Line Item Number: 249-770-000-801.000
Current Fiscal Year Adopted: \$7,000
New Fiscal Year Recommended: \$3,500
Description: Funds to cover the cost of fertilizer and herbicide applications at certain parks.

Line Item: Public Utilities
Line Item Number: 249-770-000-920.000
Current Fiscal Year Adopted: \$6,500
New Fiscal Year Recommended: \$7,000
Description: Funds to cover the electricity costs at certain parks, this includes Harwood fields, Hale Park, Perry Park, McCann Park and McConnell Park.

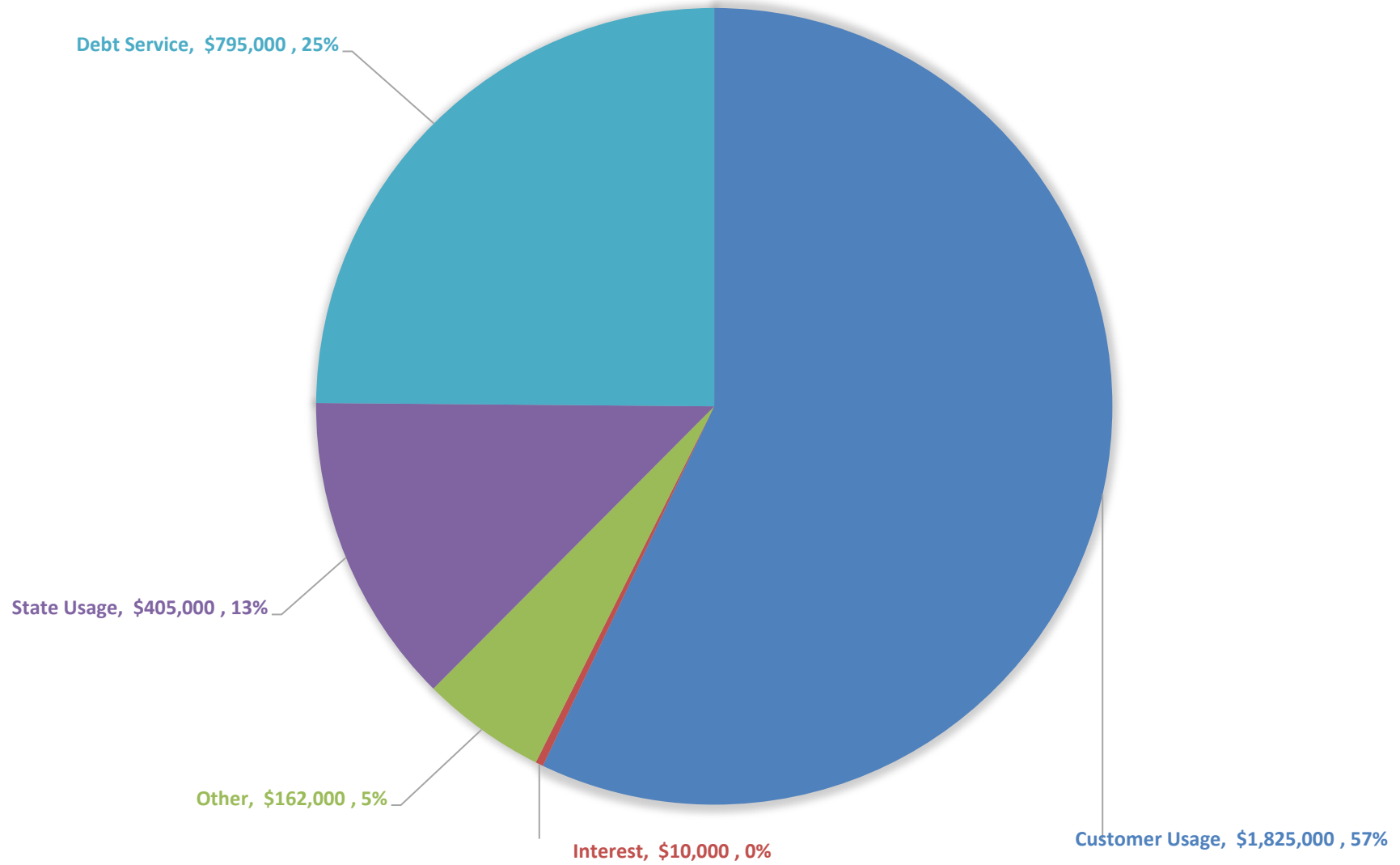
Line Item: Equipment Rental
Line Item Number: 249-770-000-940.000
Current Fiscal Year Adopted: \$70,000
New Fiscal Year Recommended: \$70,000
Description: Funds to cover the cost leasing the Gator and two mowers from John Deere, porta potty rental for the parks and funds for renting equipment from the Central Garage for parks maintenance.

City of Ionia

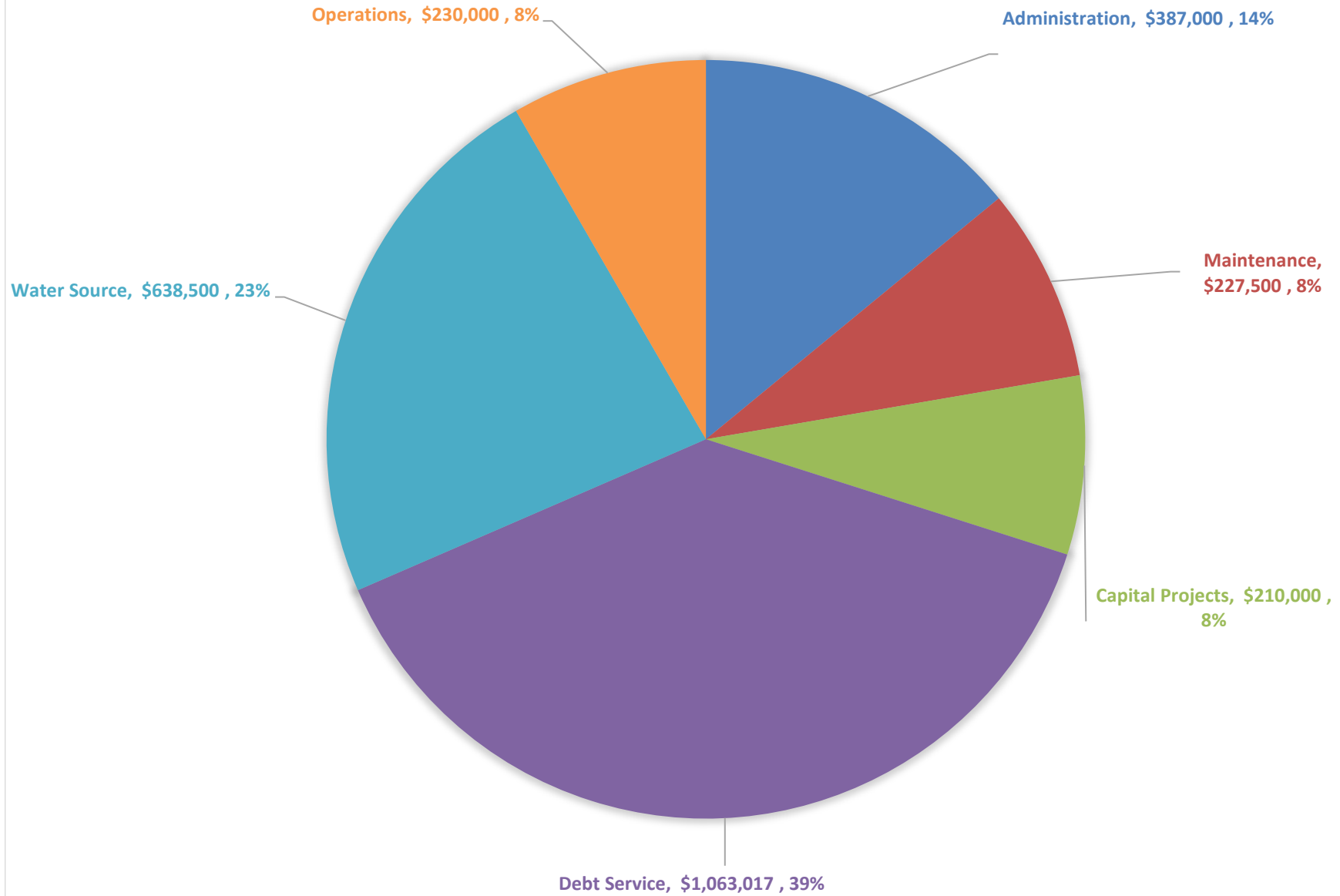
Fiscal Year 2025-2026 Budget

Water Fund

WATER REVENUES
2025-2026: \$3,197,000



**WATER EXPENDITURES
2025-2026: \$2,756,017**



				24-25	25-26
		22-23	23-24	Amended	Recommended
GL Number	Description	Activity	Activity	Budget	Budget
Fund: 591 WATER DEPT.					
Estimated Revenues					
591-000.000-502.000	FEDERAL GRANT	1,173,631	-	-	-
591-000.000-625.000	FIRE SUPPRESSION/CROSS CONNECTION FEES	109,372	111,753	105,000	112,000
591-000.000-642.000	UTILITY USAGE - STATE INSTITU	508,994	458,942	430,000	405,000
591-000.000-643.000	UTILITY USAGE - CUSTOMERS	1,579,707	1,682,614	1,630,000	1,825,000
591-000.000-653.000	DEBT SERVICE REVENUE	783,368	797,615	795,000	795,000
591-000.000-660.000	PENALTY REVENUE	25,305	25,969	20,000	20,000
591-000.000-665.000	INTEREST	26,666	34,317	20,000	10,000
591-000.000-688.000	OTHER REVENUE	72,840	51,819	25,000	30,000
591-000.000-699.101	CONTRIBUTIONS FROM GENERAL FUN	240,000	-	-	-
Estimated Revenues		4,519,884	3,163,029	3,025,000	3,197,000
Appropriations					
Department: ADMINISTRATIVE					
591-558.000-702.000	SALARY & WAGES	18,389	14,150	21,000	21,000
591-558.000-710.000	PAYROLL TAXES & FRINGE BENEFIT	9,830	9,939	12,000	12,000
591-558.000-801.000	CONTRACTUAL & PROFESSIONAL SEV	205,202	351,706	225,000	225,000
591-558.000-851.000	TELEPHONE	3,926	1,513	3,000	3,000
591-558.000-860.000	TRANSPORTATION AND TRAINING	1,112	850	4,000	4,000
591-558.000-920.000	PUBLIC UTILITIES	109,567	112,587	110,000	110,000
591-558.000-954.000	INSURANCE	10,797	11,127	15,000	12,000
591-558.000-968.000	DEPRECIATION	847,793	868,696	-	-
591-558.000-990.000	DEBT SERVICE - INTEREST PORTION	322,264	306,335	364,060	340,417
591-558.000-990.001	DEBT SERVICE - PRINCIPAL PAYME	-	-	710,300	722,600
591-558.000-997.000	GASB 68 RELATED PENSION EXPENSE	(31,052)	45,236	-	-
591-558.000-999.420	CONTRIB TO GRANT PROJECTS	-	0	247,500	-
Total Department ADMINISTRATIVE:		1,497,828	1,722,140	1,711,860	1,450,017
Department: OPERATIONS					
591-560.000-702.000	SALARY & WAGES	97,814	112,499	125,000	125,000
591-560.000-710.000	PAYROLL TAXES & FRINGE BENEFIT	57,272	54,868	80,000	70,000
591-560.000-740.000	OPERATING SUPPLIES	9,556	11,028	10,000	10,000
591-560.000-801.000	CONTRACTUAL & PROFESSIONAL SEV	10,070	9,726	10,000	10,000
591-560.000-940.000	EQUIPMENT RENTAL	14,290	15,051	15,000	15,000
591-560.000-980.000	CAPITAL OUTLAY	39,714	15,206	60,000	210,000

				24-25	25-26
		22-23	23-24	Amended	Recommended
GL Number	Description	Activity	Activity	Budget	Budget
Total Department OPERATIONS:		228,715	218,378	300,000	440,000
Department: WATER SOURCE					
591-561.000-702.000	SALARY & WAGES	88,054	101,000	105,000	105,000
591-561.000-707.000	CENTRAL GARAGE ALLOCATION	5,747	10,475	13,000	13,000
591-561.000-710.000	PAYROLL TAXES & FRINGE BENEFIT	49,359	47,565	60,000	60,000
591-561.000-740.000	OPERATING SUPPLIES	32,789	41,989	80,000	80,000
591-561.000-741.000	OPERATING SUPPLIES-CHEMICALS	54,197	43,771	55,000	50,000
591-561.000-743.000	OPERATING SUPPLIES-GAS & OIL	-	673	2,000	2,000
591-561.000-801.000	CONTRACTUAL & PROFESSIONAL SEV	97,397	(3,713)	400,000	300,000
591-561.000-851.000	TELEPHONE	3,915	1,785	3,500	3,500
591-561.000-860.000	TRANSPORTATION AND TRAINING	3,573	5,760	5,000	5,000
591-561.000-940.000	EQUIPMENT RENTAL	14,881	19,285	20,000	20,000
Total Department WATER SOURCE:		349,913	268,591	743,500	638,500
Department: MAINTENANCE					
591-564.000-707.000	CENTRAL GARAGE ALLOCATION	91,003	104,958	90,000	90,000
591-564.000-710.000	PAYROLL TAXES & FRINGE BENEFIT	69,846	74,810	65,000	72,500
591-564.000-740.000	OPERATING SUPPLIES	9,444	5,393	13,000	15,000
591-564.000-940.000	EQUIPMENT RENTAL	30,821	35,461	50,000	50,000
Total Department MAINTENANCE:		201,113	220,621	218,000	227,500
Appropriations		2,277,569	2,429,729	2,973,360	2,756,017
Fund 591 - WATER DEPT.:					
TOTAL ESTIMATED REVENUES		4,519,884	3,163,029	3,025,000	3,197,000
TOTAL APPROPRIATIONS		2,277,569	2,429,729	2,973,360	2,756,017
NET OF REVENUES & APPROPRIATIONS:		2,242,315	733,300	51,640	440,983
BEG. FUND BALANCE		9,115,677	11,357,992	12,091,291	12,091,291
END FUND BALANCE		11,357,992	12,091,291	12,142,931	12,532,274

CITY OF IONIA
Fiscal Year 2025-2026
Budget Document

WATER FUND
Revenues

Line Item: Fire Suppression System/Cross Connection Fees

Line Item Number: 591-000-000-625.000

Current Fiscal Year Adopted: \$105,000

New Fiscal Year Recommended: \$112,000

Description: Revenues received from customers who have fire suppression systems in the building(s) that they own and for fees paid for cross connection fees.

Line Item: Utility Usage – State Institutions

Line Item Number: 591-000-000-642.000

Current Fiscal Year Adopted: \$430,000

New Fiscal Year Recommended: \$405,000

Description: Revenues received through billings to the State of Michigan for water services at the prisons.

Line Item: Utility Usage – Customers

Line Item Number: 591-000-000-643.000

Current Fiscal Year Adopted: \$1,630,000

New Fiscal Year Recommended: \$1,825,000

Description: Revenues received from customers for water services other than the prisons. The rate for FY25-26 is proposed at \$4.60 per 1,000 gallons used (currently \$4.20).

Line Item: Debt Service Revenue

Line Item Number: 591-000-000-653.000

Current Fiscal Year Adopted: \$795,000

New Fiscal Year Recommended: \$795,000

Description: Revenues received from water system customers to retire outstanding debt on the water system. The rate is proposed rate for FY 25-26 is \$34.00 per quarter per residential equivalent unit (currently \$33.39).

Line Item: Penalty Revenue

Line Item Number: 591-000-000-660.000

Current Fiscal Year Adopted: \$20,000

New Fiscal Year Recommended: \$20,000

Description: Revenues received from water system customers in the form of penalties due to late payment of the user charges.

Line Item: Interest Income

Line Item Number: 591-000-000-665.000

Current Fiscal Year Adopted: \$20,000

New Fiscal Year Recommended: \$10,000

Description: Revenues received in the form of interest on investments held by the Water Fund.

Line Item: Other Revenue

Line Item Number: 591-000-000-688.000

Current Fiscal Year Adopted: \$25,000

New Fiscal Year Recommended: \$30,000

Description: Revenues received from miscellaneous sources including water contract processing fees and water connection fees.

CITY OF IONIA
Fiscal Year 2025-2026
Budget Document

WATER FUND
Expenditures

ADMINISTRATIVE

Line Item: Salary and Wages

Line Item Number: 591-558-000-702.000

Current Fiscal Year Adopted: \$21,000

New Fiscal Year Recommended: \$21,000

Description: Funds to cover a portion of the Utilities Director's annual salary.

Line Item: Payroll Taxes and Fringe Benefits

Line Item Number: 591-558-000-710.000

Current Fiscal Year Adopted: \$12,000

New Fiscal Year Recommended: \$12,000

Description: Funds to cover the payroll taxes and fringe benefit expenses for the Utilities Director.

Line Item: Contractual and Professional Services

Line Item Number: 591-558-000-801.000

Current Fiscal Year Adopted: \$225,000

New Fiscal Year Recommended: \$225,000

Description: Funds to cover a variety of contractual and professional services utilized by the Water Fund. This includes funds for reimbursing the General Fund for City Hall staff oversight; funds paid to the MDEQ for water system registration fees; funds paid to the auditors for the Water Fund audit, among other expenses. This line item also includes \$50,000 to be paid to MERS as part of the City's pension funding.

Line Item: Telephone

Line Item Number: 591-558-000-851.000

Current Fiscal Year Adopted: \$3,000

New Fiscal Year Recommended: \$3,000

Description: Funds to cover the cost of telephone services associated with the water system.

Line Item: Transportation and Training

Line Item Number: 591-558-000-860.000

Current Fiscal Year Adopted: \$4,000

New Fiscal Year Recommended: \$4,000

Description: Funds to cover the continuing education classes that DPU staff is required to attend to keep water certifications and to cover periodic training for staff who utilize the Geographic Information System (GIS).

Line Item: Public Utilities

Line Item Number: 591-558-000-920.000

Current Fiscal Year Adopted: \$110,000

New Fiscal Year Recommended: \$110,000

Description: Funds to cover the cost of gas and electric for the wells and well houses.

Line Item: Insurance

Line Item Number: 591-558-000-954.000

Current Fiscal Year Adopted: \$15,000

New Fiscal Year Recommended: \$12,000

Description: Funds to cover the cost of property and liability insurance for the water system.

Line Item: Debt Service - Interest

Line Item Number: 591-558-000-990.000

Current Fiscal Year Adopted: \$364,060

New Fiscal Year Recommended: \$340,417

Description: Funds to cover the interest expense associated with outstanding bonds issued by the Water Fund to complete system improvements.

Line Item: Debt Service - Principal

Line Item Number: 591-558-000-990.001

Current Fiscal Year Adopted: \$710,300

New Fiscal Year Recommended: \$722,600

Description: Funds to cover the principal expense associated with outstanding bonds issued by the Water Fund to complete system improvements.

Line Item: Contribution to Capital Projects

Line Item Number: 591-558-000-999.420

Current Fiscal Year Adopted: \$247,500

New Fiscal Year Recommended: \$0

Description: Funds contributed to the capital projects fund for the purpose of covering projects completed to the water system as funded by the Capital Projects Fund.

OPERATIONS

Line Item: Salary and Wages

Line Item Number: 591-560-000-702.000

Current Fiscal Year Adopted: \$125,000

New Fiscal Year Recommended: \$125,000

Description: Funds to cover the wages of the Utilities Department staff that work on water system operations.

Line Item: Payroll Taxes and Fringe Benefits

Line Item Number: 591-560-000-710.000

Current Fiscal Year Adopted: \$80,000

New Fiscal Year Recommended: \$70,000

Description: Funds to cover the payroll tax and fringe benefits expenses associated with the wages budgeted for the operation of the water system.

Line Item: Operating Supplies

Line Item Number: 591-560-000-740.000

Current Fiscal Year Adopted: \$10,000

New Fiscal Year Recommended: \$10,000

Description: Funds used cover operating supply related expenses of operating the water system. Expenses include Miss Dig system fees, uniform fees, and water meters and water meter parts.

Line Item: Contractual and Professional Services

Line Item Number: 591-560-000-801.000

Current Fiscal Year Adopted: \$10,000

New Fiscal Year Recommended: \$10,000

Description: Funds to cover contractual or professional services necessary for the operation of the water system. This includes the meter calibration services and other professional services.

Line Item: Equipment Rental
Line Item Number: 591-560-000-940.000
Current Fiscal Year Adopted: \$15,000
New Fiscal Year Recommended: \$15,000
Description: Funds to cover equipment rental expenses paid to the Central Garage Fund for use of a vehicle for meter reading.

Line Item: Capital Outlay
Line Item Number: 591-560-000-980.000
Current Fiscal Year Adopted: \$60,000
New Fiscal Year Recommended: \$210,000
Description: Funds to cover half of the cost of the on-going water meter replacement program (transition to all water read meters).

WATER SOURCE

Line Item: Salary and Wages
Line Item Number: 591-561-000-702.000
Current Fiscal Year Adopted: \$105,000
New Fiscal Year Recommended: \$105,000
Description: Funds to cover the wages of Utilities Department staff that work on the operation of the well field.

Line Item: Central Garage Allocation
Line Item Number: 591-561-000-707.000
Current Fiscal Year Adopted: \$13,000
New Fiscal Year Recommended: \$13,000
Description: Funds to cover the cost of Public Works Department employees providing maintenance work at the well field.

Line Item: Payroll Taxes and Fringe Benefits
Line Item Number: 591-561-000-710.000
Current Fiscal Year Adopted: \$60,000
New Fiscal Year Recommended: \$60,000
Description: Funds to cover the payroll tax and fringe benefits expenses associated with the wages budgeted for the operation of the well field.

Line Item: Operating Supplies
Line Item Number: 591-561-000-740.000
Current Fiscal Year Adopted: \$80,000
New Fiscal Year Recommended: \$80,000
Description: Funds to cover the cost to maintain and repair the chemical feed systems and SCADA systems at the well houses.

Line Item: Operating Supplies - Chemicals
Line Item Number: 591-561-000-741.000
Current Fiscal Year Adopted: \$55,000
New Fiscal Year Recommended: \$50,000
Description: Funds to cover the cost of purchasing Sodium Hypochlorite and Fluoride for the water system.

Line Item: Operating Supplies – Gas and Oil
Line Item Number: 591-561-000-743.000
Current Fiscal Year Adopted: \$2,000
New Fiscal Year Recommended: \$2,000
Description: Funds to cover the cost of gas and oil for the generators used to supply back-up power for the wells.

Line Item: Contractual and Professional Services
Line Item Number: 591-561-000-801.000
Current Fiscal Year Adopted: \$400,000
New Fiscal Year Recommended: \$300,000
Description: Funds to cover contractual or professional services necessary for the operation of the water system. This includes the meter calibration services and other professional services.

Line Item: Telephone
Line Item Number: 591-561-000-851.000
Current Fiscal Year Adopted: \$3,500
New Fiscal Year Recommended: \$3,500
Description: Funds budgeted to cover the cost of telephone line at the well house for the emergency dialer system.

Line Item: Transportation and Training

Line Item Number: 591-561-000-860.000

Current Fiscal Year Adopted: \$5,000

New Fiscal Year Recommended: \$5,000

Description: Funds to cover the continuing education classes that DPU staff is required to attend to keep water certifications.

Line Item: Equipment Rental

Line Item Number: 591-561-000-940.000

Current Fiscal Year Adopted: \$20,000

New Fiscal Year Recommended: \$20,000

Description: Funds paid to the Central Garage Fund for trucks utilized by DPU staff and for equipment used to mow the well fields.

MAINTENANCE

Line Item: Central Garage Allocation

Line Item Number: 591-564-000-707.000

Current Fiscal Year Adopted: \$90,000

New Fiscal Year Recommended: \$90,000

Description: Funds paid to the Central Garage Fund to cover the wages of Public Works Department staff for the maintenance and repairs of water mains and fire hydrants.

Line Item: Payroll Taxes and Fringe Benefits

Line Item Number: 591-564-000-710.000

Current Fiscal Year Adopted: \$65,000

New Fiscal Year Recommended: \$72,500

Description: Funds to cover the payroll tax and fringe benefits expenses associated with Public Works Department staff performing maintenance and repairs of water mains and fire hydrants.

Line Item: Operating Supplies

Line Item Number: 591-564-000-740.000

Current Fiscal Year Adopted: \$13,000

New Fiscal Year Recommended: \$15,000

Description: Funds to cover the cost of parts that are purchased to repair the water distribution system.

Line Item: Equipment Rental

Line Item Number: 591-564-000-940.000

Current Fiscal Year Adopted: \$50,000

New Fiscal Year Recommended: \$50,000

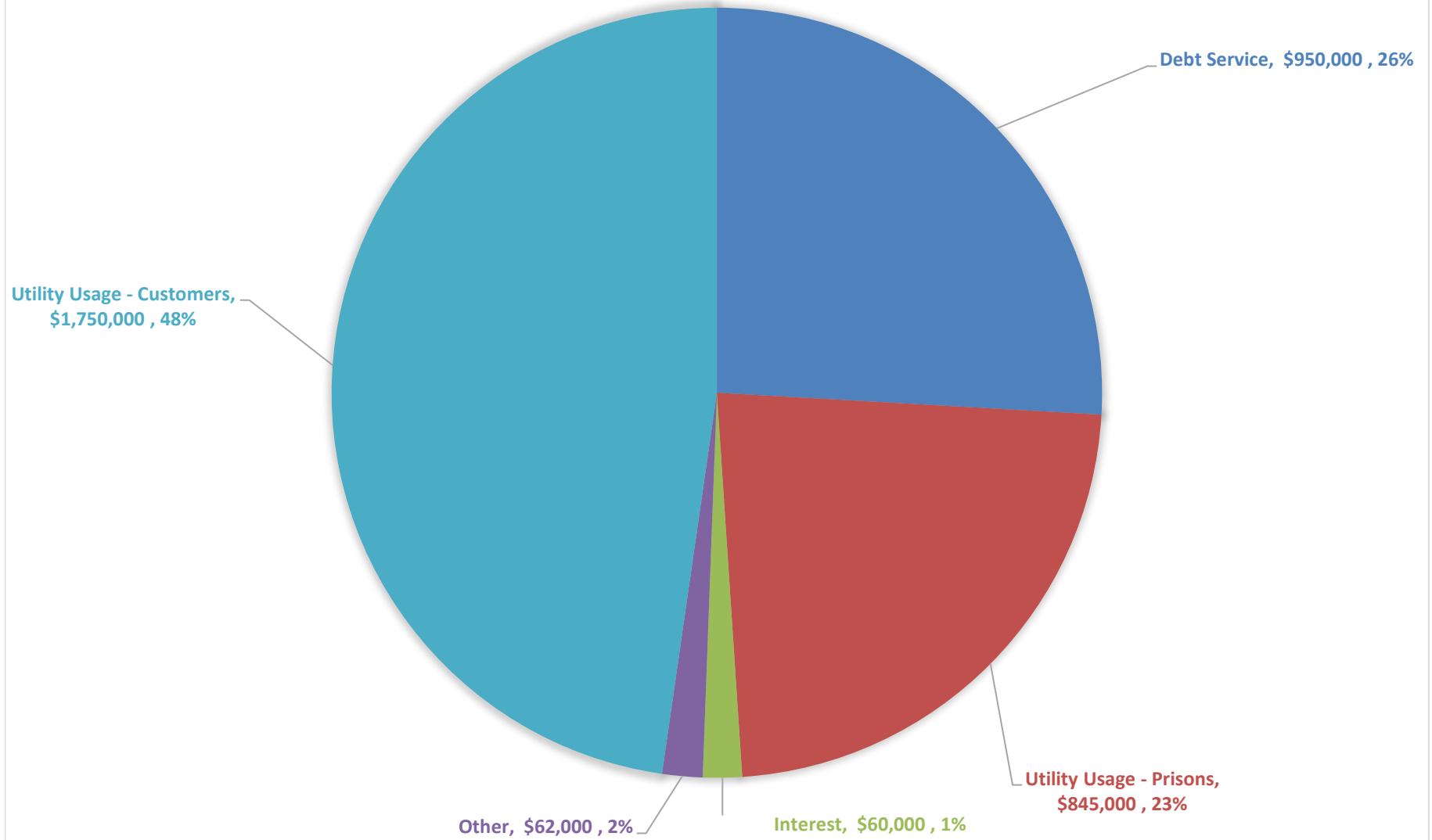
Description: Funds paid to the Central Garage Fund in a lump sum amount for the use of equipment needed to assist with maintaining and repairing the water distribution system.

City of Ionia

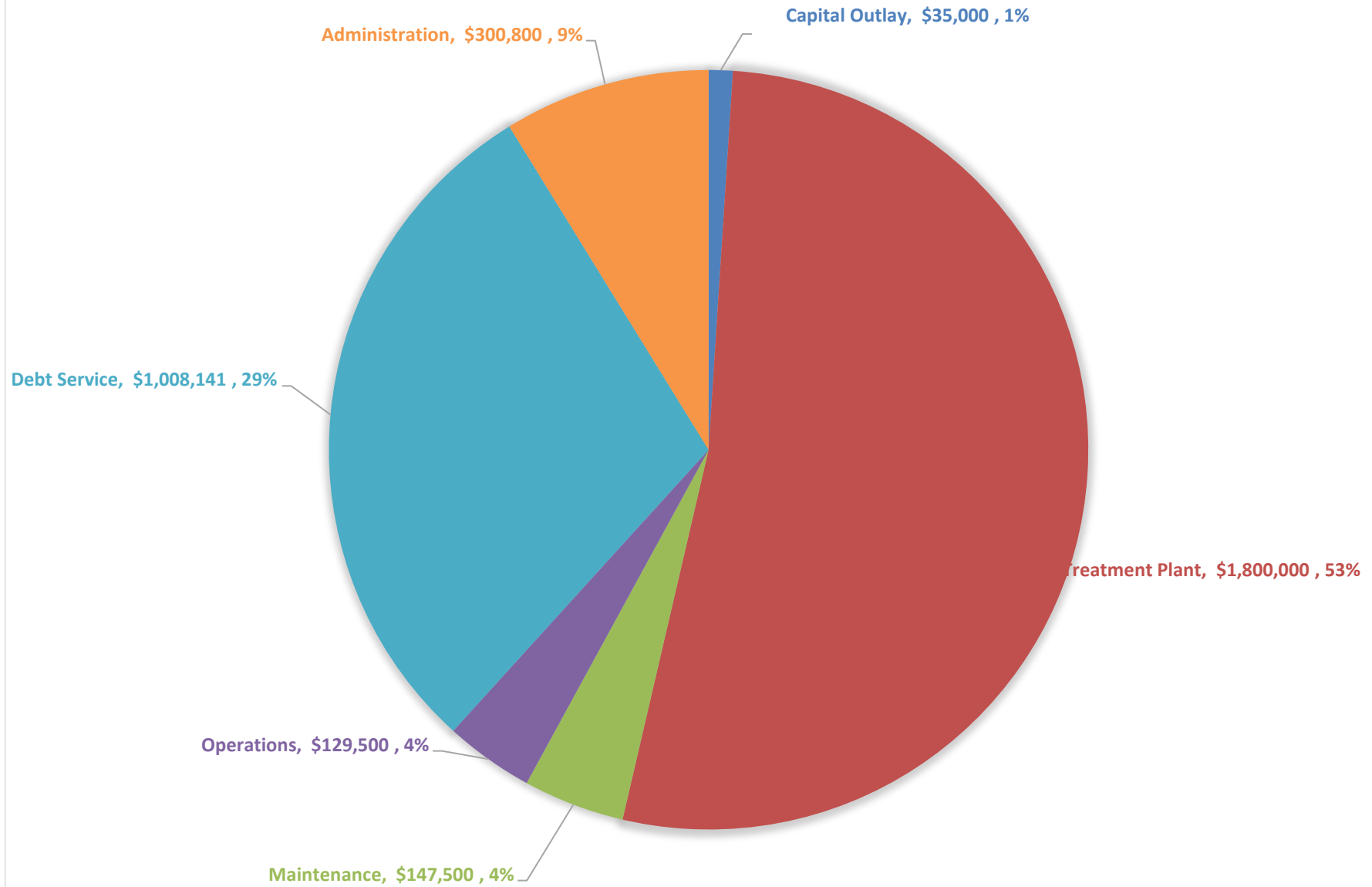
Fiscal Year 2025-2026 Budget

Sewer Fund

SEWER REVENUES
2025-2026: \$3,667,000



SEWER EXPENDITURES
2025-2026: \$3,420,941



				24-25	25-26
		22-23	23-24	Amended	Recommended
GL Number	Description	Activity	Activity	Budget	Budget
Fund: 590 SEWER DEPT.					
Estimated Revenues					
590-000.000-642.000	UTILITY USAGE - STATE INSTITU	854,431	804,579	845,000	845,000
590-000.000-643.000	UTILITY USAGE - CUSTOMERS	1,538,597	1,684,004	1,695,000	1,750,000
590-000.000-653.000	DEBT SERVICE REVENUE	939,789	923,966	905,000	950,000
590-000.000-660.000	PENALTY REVENUE	29,900	29,350	25,000	25,000
590-000.000-664.200	TOWNSHIP REIMB FOR EXPENSES	16,270	16,344	2,000	2,000
590-000.000-665.000	INTEREST	66,376	106,643	60,000	60,000
590-000.000-688.000	OTHER REVENUE	18,536	33,569	30,000	35,000
Estimated Revenues		3,463,899	3,598,454	3,562,000	3,667,000
Appropriations					
Department: ADMINISTRATIVE					
590-558.000-702.000	SALARY & WAGES	19,579	13,517	18,000	20,000
590-558.000-710.000	PAYROLL TAXES & FRINGE BENEFIT	10,546	10,642	13,000	13,500
590-558.000-801.000	CONTRACTUAL & PROFESSIONAL SEV	250,101	259,557	255,000	255,000
590-558.000-940.000	EQUIPMENT RENTAL	169	275	200	300
590-558.000-954.000	INSURANCE	16,459	17,496	20,000	12,000
590-558.000-968.000	DEPRECIATION	316,992	330,426	-	-
590-558.000-990.000	DEBT SERVICE - INTEREST PORTION	310,576	295,706	353,022	330,741
590-558.000-990.001	DEBT SERVICE - PRINCIPAL PAYME	-	-	664,700	677,400
590-558.000-997.000	GASB 68 RELATED PENSION EXPENSE	26,508	(49,474)	-	-
590-558.000-999.420	CONTRIB TO GRANT PROJECTS	-	-	247,500	-
Total Department ADMINISTRATIVE:		950,931	878,146	1,571,422	1,308,941
Department: OPERATIONS					
590-560.000-702.000	SALARY & WAGES	64,204	43,592	70,000	70,000
590-560.000-710.000	PAYROLL TAXES & FRINGE BENEFIT	31,555	25,330	35,000	35,000
590-560.000-740.000	OPERATING SUPPLIES	9,988	10,711	11,000	12,000
590-560.000-801.000	CONTRACTUAL & PROFESSIONAL SEV	1,994	2,461	2,500	2,500
590-560.000-940.000	EQUIPMENT RENTAL	9,070	8,239	7,500	10,000
590-560.000-980.000	CAPITAL OUTLAY	28,219	15,206	30,000	35,000
Total Department OPERATIONS:		145,031	105,539	156,000	164,500
Department: TREATMENT PLANT					
590-563.000-801.000	CONTRACTUAL & PROFESSIONAL SEV	1,616,060	1,797,517	1,800,000	1,800,000
Total Department TREATMENT PLANT:		1,616,060	1,797,517	1,800,000	1,800,000

				24-25	25-26
		22-23	23-24	Amended	Recommended
GL Number	Description	Activity	Activity	Budget	Budget
Department: MAINTENANCE					
590-564.000-707.000	CENTRAL GARAGE ALLOCATION	34,083	31,601	40,000	40,000
590-564.000-710.000	PAYROLL TAXES & FRINGE BENEFIT	21,729	23,819	25,000	25,000
590-564.000-740.000	OPERATING SUPPLIES	1,471	2,302	2,500	2,500
590-564.000-801.000	CONTRACTUAL & PROFESSIONAL SEV	-	19,143	30,000	30,000
590-564.000-940.000	EQUIPMENT RENTAL	14,586	12,943	50,000	50,000
Total Department MAINTENANCE:		71,868	89,808	147,500	147,500
Appropriations		2,783,890	2,871,009	3,674,922	3,420,941
Fund 590 - SEWER DEPT.:					
TOTAL ESTIMATED REVENUES		3,463,899	3,598,454	3,562,000	3,667,000
TOTAL APPROPRIATIONS		2,783,890	2,871,009	3,674,922	3,420,941
NET OF REVENUES & APPROPRIATIONS:		680,010	727,445	(112,922)	246,059
BEG. FUND BALANCE		12,706,922	13,386,931	14,114,376	14,114,376
END FUND BALANCE		13,386,931	14,114,376	14,001,454	14,360,435

CITY OF IONIA
Fiscal Year 2025-2026
Budget Document

SEWER FUND
Revenues

Line Item: Utility Usage – State Institutions

Line Item Number: 590-000-000-642.000

Current Fiscal Year Adopted: \$845,000

New Fiscal Year Recommended: \$845,000

Description: Revenues received through billings to the State of Michigan for sanitary sewer services at the prisons.

Line Item: Utility Usage – Customers

Line Item Number: 590-000-000-643.000

Current Fiscal Year Adopted: \$1,695,000

New Fiscal Year Recommended: \$1,750,000

Description: Revenues received from sanitary sewer customers for sanitary sewer services other than the prisons. Rates for service are proposed to increase to \$4.90 per 1,000 gallons.

Line Item: Debt Service Revenue

Line Item Number: 590-000-000-653.000

Current Fiscal Year Adopted: \$905,000

New Fiscal Year Recommended: \$950,000

Description: Revenues received from sanitary sewer customers to retire outstanding debt on the sanitary sewer system. Debt service rates are will be \$45.00 per quarter per residential equivalent unit.

Line Item: Penalty Revenue

Line Item Number: 590-000-000-660.000

Current Fiscal Year Adopted: \$25,000

New Fiscal Year Recommended: \$25,000

Description: Revenues received from sanitary sewer customers in the form of penalties due to late payment of the user charges.

Line Item: Township Reimbursement for Expenses

Line Item Number: 590-000-000-664.200

Current Fiscal Year Adopted: \$2,000

New Fiscal Year Recommended: \$2,000

Description: Revenues received from Berlin Township per the contract with the Township for maintaining their sanitary sewer collection system.

Line Item: Interest

Line Item Number: 590-000-000-665.000

Current Fiscal Year Adopted: \$60,000

New Fiscal Year Recommended: \$60,000

Description: Revenues received in the form of interest on the investments held by the Sewer Fund.

Line Item: Other Revenue

Line Item Number: 590-000-000-688.000

Current Fiscal Year Adopted: \$30,000

New Fiscal Year Recommended: \$35,000

Description: Revenues received in the form of fees paid for connecting to the sanitary sewer system.

CITY OF IONIA
Fiscal Year 2025-2026
Budget Document

SEWER FUND
Expenditures

ADMINISTRATIVE

Line Item: Salary and Wages

Line Item Number: 590-558-000-702.000

Current Fiscal Year Adopted: \$18,000

New Fiscal Year Recommended: \$20,000

Description: Funds to cover a portion of the Utilities Director annual salary.

Line Item: Payroll Taxes and Fringe Benefits

Line Item Number: 590-558-000-710.000

Current Fiscal Year Adopted: \$13,000

New Fiscal Year Recommended: \$13,500

Description: Funds to cover the payroll taxes and fringe benefit expenses for the Utilities Director.

Line Item: Contractual and Professional Services

Line Item Number: 590-558-000-801.000

Current Fiscal Year Adopted: \$255,000

New Fiscal Year Recommended: \$255,000

Description: Funds to cover the Sewer Fund's portion of the annual audit, funds paid to the General Fund for City Hall staff that perform certain administrative duties associated with the operation of the sanitary sewer system and funds for legal expenses. This line item also includes \$100,000 to be paid to MERS as part of the extra City's pension funding contribution.

Line Item: Insurance

Line Item Number: 590-558-000-954.000

Current Fiscal Year Adopted: \$20,000

New Fiscal Year Recommended: \$12,000

Description: Funds to cover the cost of property and liability insurance for the sanitary sewer operations.

Line Item: Debt Service - Interest

Line Item Number: 590-558-000-990.000

Current Fiscal Year Adopted: \$353,022

New Fiscal Year Recommended: \$330,741

Description: Funds to cover the interest on outstanding debt issued by the Sewer Fund to complete system improvements. Amortization schedules for the bond issues are contained in the budget document.

Line Item: Debt Service - Principal

Line Item Number: 590-558-000-990.001

Current Fiscal Year Adopted: \$664,700

New Fiscal Year Recommended: \$677,400

Description: Funds to cover the principal on outstanding debt issued by the Sewer Fund to complete system improvements. Amortization schedules for the bond issues are contained in the budget document.

Line Item: Contribution to Capital Projects

Line Item Number: 590-558-000-999.420

Current Fiscal Year Adopted: \$247,500

New Fiscal Year Recommended: \$0

Description: Funds contributed to the capital projects fund for the purpose of covering projects completed to the sewer system. The specific projects to be funded are outlined in the Capital Projects Fund.

OPERATIONS

Line Item: Salary and Wages

Line Item Number: 590-560-000-702.000

Current Fiscal Year Adopted: \$70,000

New Fiscal Year Recommended: \$70,000

Description: Funds to cover the salaries of Utilities Department staff that work on sanitary sewer system operations.

Line Item: Payroll Taxes and Fringe Benefits

Line Item Number: 590-560-000-710.000

Current Fiscal Year Adopted: \$35,000

New Fiscal Year Recommended: \$35,000

Description: Funds to cover the payroll tax and fringe benefits expenses associated with the wages budgeted for the operation of the sanitary sewer system.

Line Item: Operating Supplies

Line Item Number: 590-560-000-740.000

Current Fiscal Year Adopted: \$11,000

New Fiscal Year Recommended: \$12,000

Description: Funds to cover the cost of various operating supplies needed to maintain the sanitary sewer system. This includes membership in the Miss Dig System, uniform rental, pager service and other miscellaneous expenses.

Line Item: Contractual and Professional Services

Line Item Number: 590-560-000-801.000

Current Fiscal Year Adopted: \$2,500

New Fiscal Year Recommended: \$2,500

Description: Funds to cover contractual or professional services necessary for the operation of the sanitary sewer system, including calibration of sewer meters.

Line Item: Equipment Rental

Line Item Number: 590-560-000-940.000

Current Fiscal Year Adopted: \$7,000

New Fiscal Year Recommended: \$10,000

Description: Funds paid to the Central Garage Fund for equipment that is used to maintain the sanitary sewer system.

Line Item: Capital Outlay

Line Item Number: 590-560-000-980.000

Current Fiscal Year Adopted: \$30,000

New Fiscal Year Recommended: \$35,000

Description: Funds to cover half of the cost of the on-going water meter replacement program (transition to all water read meters).

TREATMENT PLANT

Line Item: Contractual and Professional Services

Line Item Number: 590-563-000-801.000

Current Fiscal Year Adopted: \$1,800,000

New Fiscal Year Recommended: \$1,800,000

Description: Funds for payment to the Ionia Regional Utilities Authority (IRUA) for the City's portion of operating and maintaining the wastewater treatment plant and for treating the sanitary sewage generated in the City.

MAINTENANCE

Line Item: Central Garage Allocation

Line Item Number: 590-564-000-707.000

Current Fiscal Year Adopted: \$40,000

New Fiscal Year Recommended: \$40,000

Description: Funds paid to the City's Central Garage Fund to cover the expenses associated with having staff maintain the sanitary sewer collection system.

Line Item: Central Garage Fringe Benefit

Line Item Number: 590-564-000-710.000

Current Fiscal Year Adopted: \$25,000

New Fiscal Year Recommended: \$25,000

Description: Funds paid to the City's Central Garage Fund to cover the expenses associated with the fringe benefit expenses of the staff who maintain the sanitary sewer collection system.

Line Item: Operating Supplies

Line Item Number: 590-564-000-740.000

Current Fiscal Year Adopted: \$2,500

New Fiscal Year Recommended: \$2,500

Description: Funds to cover the expenses associated with operating supplies used to maintain the sanitary sewer collection system.

Line Item: Contractual and Professional Services

Line Item Number: 590-564-000-801.000

Current Fiscal Year Adopted: \$30,000

New Fiscal Year Recommended: \$30,000

Description: Funds to cover the cleaning, televising and lining/repairing sanitary sewer mains in certain areas of the City.

Line Item: Equipment Rental

Line Item Number: 590-564-000-940.000

Current Fiscal Year Adopted: \$50,000

New Fiscal Year Recommended: \$50,000

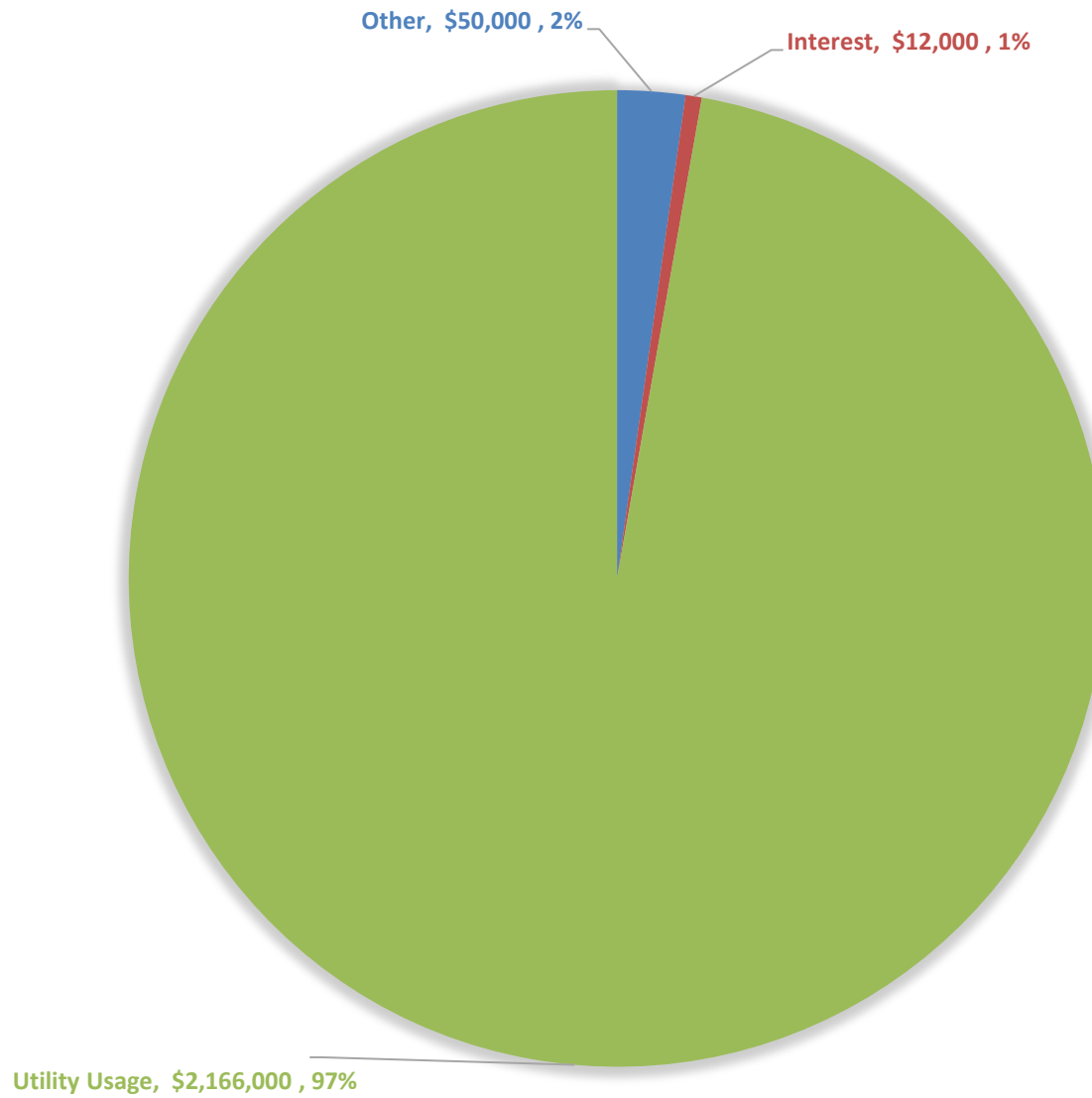
Description: Funds paid to the Central Garage Fund in a lump sum for the use of equipment needed to assist with maintaining and repairing the sanitary sewer collection system.

City of Ionia

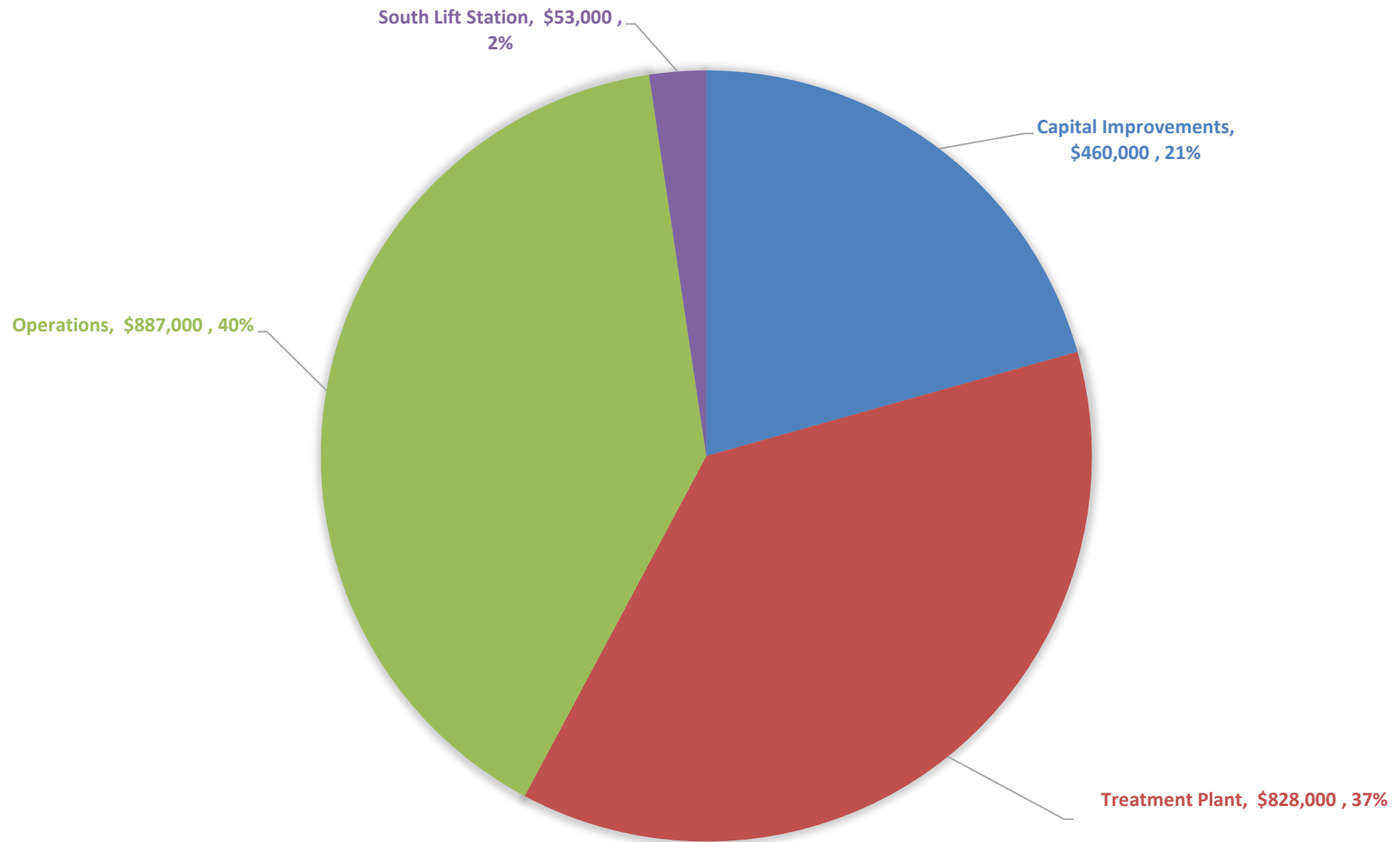
Fiscal Year 2025-2026 Budget

IRUA Fund

IRUA REVENUES
2025-2026: \$2,228,000



IRUA EXPENDITURES
2025-2026: \$2,228,000



				24-25	25-26
		22-23	23-24	Amended	Recommended
GL Number	Description	Activity	Activity	Budget	Budget
Fund: 598 IONIA REGIONAL UTILITIES AUTHORITY					
Estimated Revenues					
598-000.000-643.000	UTILITY USAGE - CUSTOMERS	1,616,060	1,797,517	1,800,000	1,971,000
598-000.000-646.000	SEWER USAGE-BERLIN TOWNSHIP	138,383	195,617	185,000	195,000
598-000.000-665.000	INTEREST	38,776	36,211	30,000	12,000
598-000.000-688.000	OTHER REVENUE	48,550	60,343	60,000	50,000
598-000.000-695.000	SALE OF PROPERTY	12,526	12,525	-	-
Estimated Revenues		1,854,295	2,102,214	2,075,000	2,228,000
Appropriations					
Department: ADMINISTRATIVE					
598-558.000-702.000	SALARY & WAGES	110,211	74,639	85,000	87,000
598-558.000-710.000	PAYROLL TAXES & FRINGE BENEFIT	58,955	59,605	70,000	73,000
598-558.000-801.000	CONTRACTUAL & PROFESSIONAL SEV	157,657	194,769	200,000	200,000
598-558.000-811.000	ADMINISTRATIVE 10 %	168,572	191,110	200,000	200,000
598-558.000-851.000	TELEPHONE	9,001	5,545	9,000	9,000
598-558.000-860.000	TRANSPORTATION AND TRAINING	2,105	1,782	5,000	5,000
598-558.000-920.000	PUBLIC UTILITIES	156,590	162,619	175,000	175,000
598-558.000-954.000	INSURANCE	42,114	43,771	55,000	38,000
598-558.000-965.000	REPLACEMENT FUND CONTRIBUTION	-	-	100,000	100,000
598-558.000-968.000	DEPRECIATION	432,433	483,959	-	-
598-558.000-980.000	CAPITAL OUTLAY	0	-	400,000	385,000
Total Department ADMINISTRATIVE:		1,137,636	1,217,798	1,299,000	1,272,000
Department: TREATMENT PLANT					
598-563.000-702.000	SALARY & WAGES	200,093	244,295	233,000	240,000
598-563.000-710.000	PAYROLL TAXES & FRINGE BENEFIT	115,324	136,192	158,000	165,000
598-563.000-740.000	OPERATING SUPPLIES	91,671	86,067	100,000	100,000
598-563.000-741.000	OPERATING SUPPLIES-CHEMICALS	177,668	183,216	200,000	200,000
598-563.000-743.000	OPERATING SUPPLIES-GAS & OIL	11,780	11,137	13,000	13,000
598-563.000-801.000	CONTRACTUAL & PROFESSIONAL SEV	22,013	8,838	100,000	100,000
598-563.000-931.000	BUILDING REPAIR & MAINTENANCE	-	-	10,000	10,000
Total Department TREATMENT PLANT:		618,550	669,746	814,000	828,000
Department: LIFT STATION					
598-565.000-702.000	SALARY & WAGES	12,372	16,878	19,000	20,000
598-565.000-710.000	PAYROLL TAXES & FRINGE BENEFIT	6,140	6,619	12,000	12,000

				24-25	25-26
		22-23	23-24	Amended	Recommended
GL Number	Description	Activity	Activity	Budget	Budget
598-565.000-775.000	REPAIR & MAINTENANCE SUPPLIES	129	15,329	5,000	5,000
598-565.000-801.000	CONTRACTUAL & PROFESSIONAL SEV	357	1,308	5,000	5,000
598-565.000-851.000	TELEPHONE	2,520	1,172	2,500	2,500
598-565.000-920.000	PUBLIC UTILITIES	8,042	5,733	7,000	7,000
598-565.000-940.000	EQUIPMENT RENTAL	981	1,587	1,500	1,500
598-565.000-980.000	CAPITAL OUTLAY	-	-	-	75,000
Total Department LIFT STATION:		30,541	48,625	52,000	128,000
Appropriations		1,786,728	1,936,169	2,165,000	2,228,000
Fund 598 - IONIA REGIONAL UTILITIES AUTHORITY:					
TOTAL ESTIMATED REVENUES		1,854,295	2,102,214	2,075,000	2,228,000
TOTAL APPROPRIATIONS		1,786,728	1,936,169	2,165,000	2,228,000
NET OF REVENUES & APPROPRIATIONS:		67,567	166,045	(90,000)	-
BEG. FUND BALANCE		9,499,154	9,566,721	9,732,766	9,732,766
END FUND BALANCE		9,566,721	9,732,766	9,642,766	9,732,766

CITY OF IONIA
Fiscal Year 2025-2026
Budget Document

IONIA REGIONAL UTILITIES AUTHORITY
Revenues

Line Item: Utility Usage - Customers

Line Item Number: 598.000.000.643.000

Current Fiscal Year Adopted: \$1,800,000

New Fiscal Year Recommended: \$1,971,000

Description: Revenues received from sanitary sewer customers in the City and in Easton and Ionia Townships.

Line Item: Sewage Usage – Berlin Township

Line Item Number: 598.000.000.646.000

Current Fiscal Year Adopted: \$185,000

New Fiscal Year Recommended: \$195,000

Description: Revenues received from Berlin Township as payment for the cost of treating sanitary sewage generated in Berlin Township.

Line Item: Interest Income

Line Item Number: 598.000.000.665.000

Current Fiscal Year Adopted: \$30,000

New Fiscal Year Recommended: \$12,000

Description: Revenues received as interest income on investments held by the IRUA Fund.

Line Item: Other Revenue

Line Item Number: 598.000.000.688.000

Current Fiscal Year Adopted: \$60,000

New Fiscal Year Recommended: \$50,000

Description: Revenues received in the form of payment for services for laboratory work performed at the treatment plant for others and surcharge revenue for extra strength wastewater.

CITY OF IONIA
Fiscal Year 2025-2026
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IONIA REGIONAL UTILITIES AUTHORITY
Expenditures

ADMINISTRATIVE (558)

Line Item: Salary and Wages

Line Item Number: 598-558.000.702.000

Current Fiscal Year Adopted: \$85,000

New Fiscal Year Recommended: \$87,000

Description: Funds to cover a portion of the Utilities Director's annual salary, longevity and sick time pay-out.

Line Item: Payroll Taxes and Fringe Benefits

Line Item Number: 598-558.000.710.000

Current Fiscal Year Adopted: \$70,000

New Fiscal Year Recommended: \$73,000

Description: Funds used to cover a portion of the payroll taxes and fringe benefits expenses for the Utilities Director.

Line Item: Contractual and Professional Services

Line Item Number: 598-558.000.801.000

Current Fiscal Year Adopted: \$200,000

New Fiscal Year Recommended: \$200,000

Description: Funds to cover the cost of the annual audit, legal fees, engineering fees and State of Michigan permit fees associated with the operation of the treatment plant.

Line Item: Administrative Expenses

Line Item Number: 598-558.000.811.000

Current Fiscal Year Adopted: \$200,000

New Fiscal Year Recommended: \$200,000

Description: Funds paid to the City's General Fund for general accounting and oversight services. The amount charged (10%) is consistent with the Master Contract between IRUA and City/Townships.

Line Item: Telephone
Line Item Number: 598-558.000.851.000
Current Fiscal Year Adopted: \$9,000
New Fiscal Year Recommended: \$9,000
Description: Funds used to cover telephone expenses at the treatment plant and cellular telephones.

Line Item: Transportation and Training
Line Item Number: 598-558.000.860.000
Current Fiscal Year Adopted: \$5,000
New Fiscal Year Recommended: \$5,000
Description: Funds used to cover expenses associated with staff training as mandated by the MDEQ as part of on-going certification requirements.

Line Item: Public Utilities
Line Item Number: 598-558.000.920.000
Current Fiscal Year Adopted: \$175,000
New Fiscal Year Recommended: \$175,000
Description: Funds to cover public utility expenses at the treatment plant including water, electricity and natural gas.

Line Item: Insurance
Line Item Number: 598-558.000.954.000
Current Fiscal Year Adopted: \$55,000
New Fiscal Year Recommended: \$38,000
Description: Funds to cover the cost of property and liability insurances for the treatment plant.

Line Item: Replacement Reserve
Line Item Number: 598-558.000.965.000
Current Fiscal Year Adopted: \$100,000
New Fiscal Year Recommended: \$100,000
Description: Funds set aside annually for replacing components of the treatment plant.

Line Item: Capital Outlay

Line Item Number: 598-558.000.980.000

Current Fiscal Year Adopted: \$400,000

New Fiscal Year Recommended: \$385,000

Description: Funds to cover capital outlay items at the treatment plant. Items proposed for this fiscal year include:

- Parking Lot

TREATMENT PLANT (563)

Line Item: Salary and Wages

Line Item Number: 598-563.000.702.000

Current Fiscal Year Adopted: \$233,000

New Fiscal Year Recommended: \$240,000

Description: Funds to cover the wages of employees that work on treatment plant operations.

Line Item: Payroll Taxes & Fringe Benefits

Line Item Number: 598-563.000.710.000

Current Fiscal Year Adopted: \$158,000

New Fiscal Year Recommended: \$165,000

Description: Funds to cover the cost of payroll taxes and fringe benefits of employees that work on treatment plant operations.

Line Item: Operating Supplies

Line Item Number: 598-563.000.740.000

Current Fiscal Year Adopted: \$100,000

New Fiscal Year Recommended: \$100,000

Description: Funds used to cover the cost of supplies purchased to operate the treatment plant.

Line Item: Operating Supplies - Chemicals

Line Item Number: 598-563.000.741.000

Current Fiscal Year Adopted: \$200,000

New Fiscal Year Recommended: \$200,000

Description: Funds used to cover the cost of chemicals used in the treatment process at the treatment plant.

Line Item: Operating Supplies – Gas and Oil

Line Item Number: 598-563.000.743.000

Current Fiscal Year Adopted: \$13,000

New Fiscal Year Recommended: \$13,000

Description: Funds used to cover gas and oil expenses associated with operating treatment plant equipment.

Line Item: Contractual and Professional Services

Line Item Number: 598-563.000.801.000

Current Fiscal Year Adopted: \$100,000

New Fiscal Year Recommended: \$100,000

Description: Funds used to cover a variety of contractual services including annual boiler inspections, sludge hauling from the treatment plant and land application, non-routine repair and maintenance items at the treatment plant, and repair fees associated with electrical components/equipment at the treatment plant.

Line Item: Building Repair and Maintenance

Line Item Number: 598-563.000.931.000

Current Fiscal Year Adopted: \$10,000

New Fiscal Year Recommended: \$10,000

Description: Funds to cover the cost of small repairs to the treatment plant including roof repairs, window repairs, door lock repairs, etc.

LIFT STATION (565)

Line Item: Salary and Wages

Line Item Number: 598-565.000.702.000

Current Fiscal Year Adopted: \$19,000

New Fiscal Year Recommended: \$20,000

Description: Funds used to cover wages for maintaining the South Ionia lift station including daily inspections, maintenance of pumps, lawn care, etc.

Line Item: Payroll Taxes and Fringe Benefits

Line Item Number: 598-565.000.710.000

Current Fiscal Year Adopted: \$12,000

New Fiscal Year Recommended: \$12,000

Description: Funds used to cover the payroll tax and fringe benefit expenses associated with the employees that maintain the South Ionia lift station.

Line Item: Repair and Maintenance Supplies

Line Item Number: 598-565.000.775.000

Current Fiscal Year Adopted: \$5,000

New Fiscal Year Recommended: \$5,000

Description: Funds used to cover the cost of maintenance supplies and repair of small equipment for the South Ionia lift station.

Line Item: Contractual and Professional Services

Line Item Number: 598-565.000.801.000

Current Fiscal Year Adopted: \$5,000

New Fiscal Year Recommended: \$5,000

Description: Funds used to cover the cost of consulting an engineer or other professionals to assist with troubleshooting problems that periodically occur with the South Ionia lift station.

Line Item: Telephone

Line Item Number: 598-565.000.851.000

Current Fiscal Year Adopted: \$2,500

New Fiscal Year Recommended: \$2,500

Description: Funds used to cover the cost of the back-up alarm dialer at the South Ionia lift station.

Line Item: Public Utilities

Line Item Number: 598-565.000.920.000

Current Fiscal Year Adopted: \$7,000

New Fiscal Year Recommended: \$7,000

Description: Funds used to cover the electricity costs and natural gas for the back-up generator at the South Ionia lift station.

Line Item: Capital Outlay

Line Item Number: 598-565.000.980.000

Current Fiscal Year Adopted: \$0

New Fiscal Year Recommended: \$75,000

Description: Funds to cover capital outlay items at the south lift station.

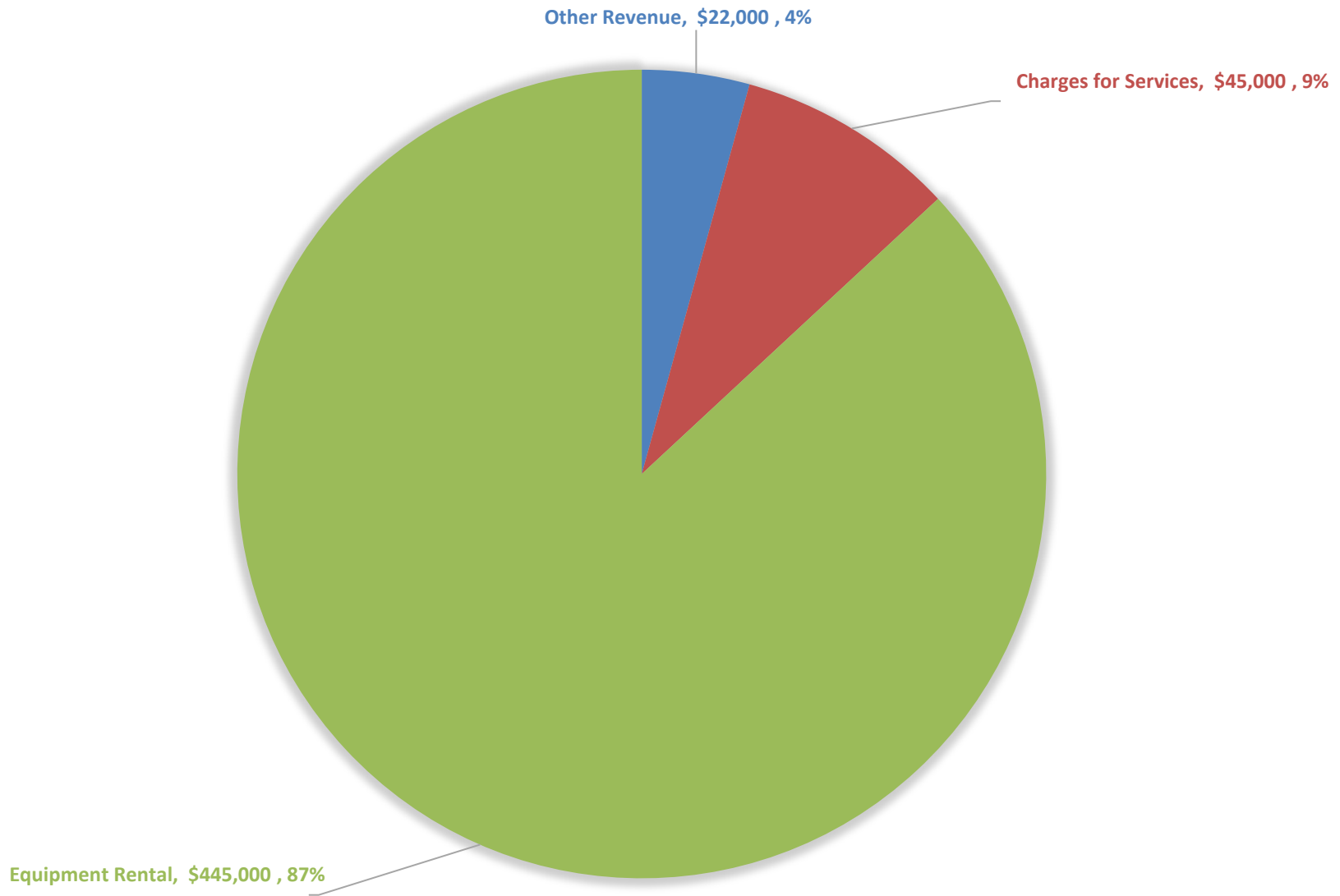
City of Ionia

Fiscal Year 2025-2026 Budget

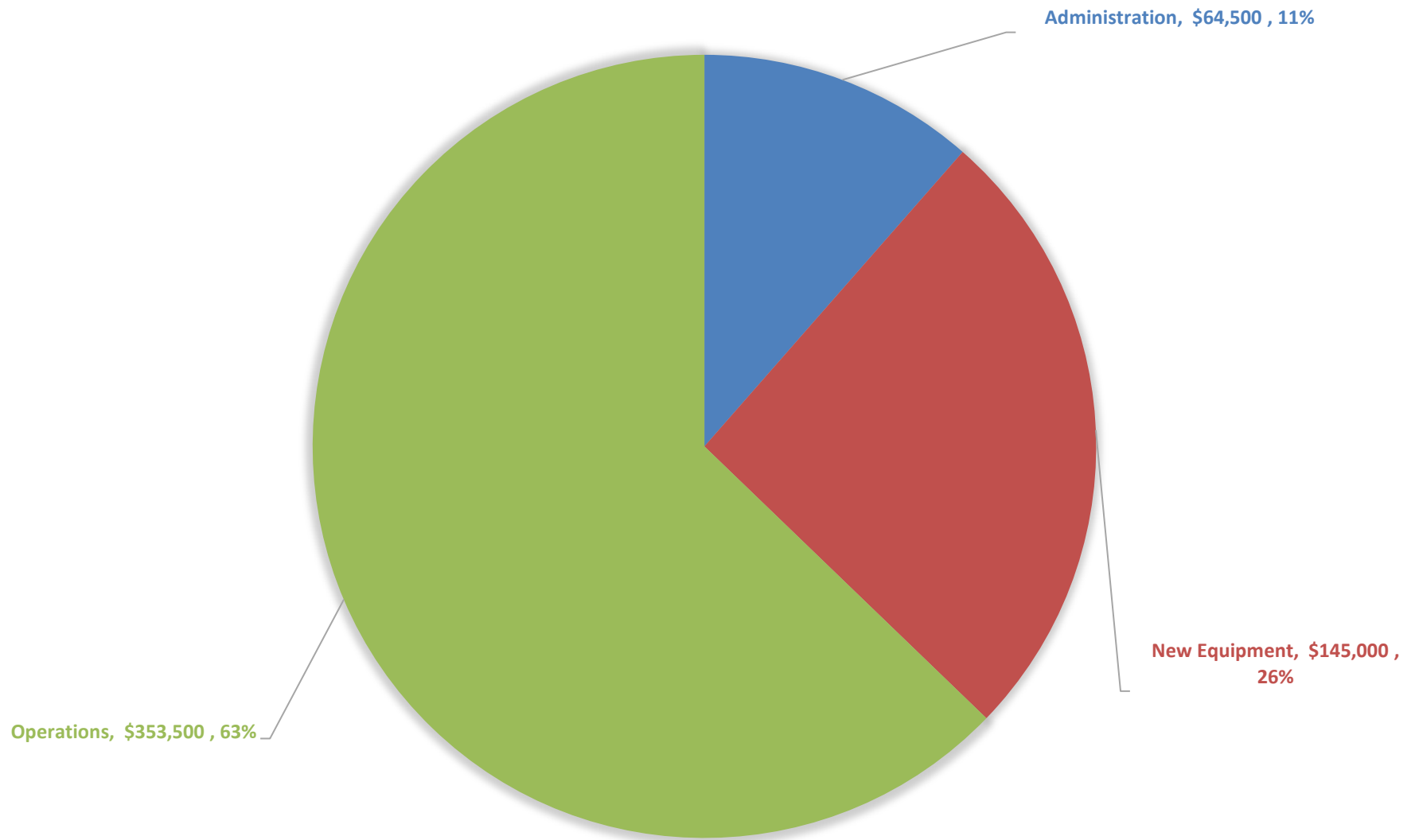
Central Garage Fund

CENTRAL GARAGE REVENUES

2025-2026: \$512,000



CENTRAL GARAGE EXPENDITURES
2025-2026: \$563,000



				24-25	25-26
		22-23	23-24	Amended	Recommended
GL Number	Description	Activity	Activity	Budget	Budget
Fund: 661 CENTRAL GARAGE					
Estimated Revenues					
661-000.000-626.000	CHARGE FOR SERVICES	37,642	48,086	45,000	45,000
661-000.000-662.000	EQUIPMENT RENTAL CHARGES	430,082	436,020	445,000	445,000
661-000.000-665.000	INTEREST	7,617	11,274	10,000	7,000
661-000.000-688.000	OTHER REVENUE	2,694	5,601	5,000	5,000
661-000.000-695.000	SALE OF PROPERTY	28,968	48,240	10,000	10,000
Estimated Revenues		507,003	549,221	515,000	512,000
Appropriations					
Department: ADMINISTRATION					
661-441.000-727.000	OFFICE SUPPLIES	175	78	200	500
661-441.000-801.000	CONTRACTUAL & PROFESSIONAL SEV	22,000	22,000	25,000	25,000
661-441.000-851.000	TELEPHONE	6,315	3,145	5,500	5,000
661-441.000-860.000	TRANSPORTATION AND TRAINING	1,513	3,306	2,500	4,000
661-441.000-920.000	PUBLIC UTILITIES	10,150	8,584	13,000	13,000
661-441.000-954.000	INSURANCE	18,446	21,163	22,500	17,000
661-441.000-956.000	MISCELLANEOUS EXPENSE	-	-	-	-
661-441.000-968.000	DEPRECIATION	174,594	176,335	-	-
661-441.000-980.000	CAPITAL OUTLAY	-	-	195,000	145,000
Total Department ADMINISTRATION:		233,193	234,611	263,700	209,500
Department: OPERATIONS					
661-442.000-703.100	SALARY & WAGES-VEHICLE/EQUIP	67,200	68,540	70,000	73,000
661-442.000-703.200	SALARY & WAGES WORK FOR OTHERS	13,337	36,553	30,000	30,000
661-442.000-704.200	SALARY & WAGES/BLDG AND GROUND	2,206	1,585	5,000	5,000
661-442.000-710.000	PAYROLL TAXES & FRINGE BENEFIT	71,580	81,653	78,000	82,000
661-442.000-740.000	OPERATING SUPPLIES	19,195	17,036	16,000	17,500
661-442.000-743.000	OPERATING SUPPLIES-GAS & OIL	44,413	37,732	43,000	43,000
661-442.000-801.000	CONTRACTUAL & PROFESSIONAL SEV	17,156	16,276	19,000	19,000
661-442.000-850.000	COMMUNICATIONS	4,144	7,298	9,000	9,000
661-442.000-930.000	VEHICLE REPAIR & MAINTENANCE	40,533	34,091	40,000	40,000
661-442.000-931.000	BUILDING REPAIR & MAINTENANCE	2,919	4,469	10,000	10,000
661-442.000-940.000	EQUIPMENT RENTAL	11,047	24,775	25,000	25,000
661-442.000-940.200	EQUIP RENTAL - BLDG & GROUNDS	-	-	5,000	-
Total Department OPERATIONS:		293,731	330,009	350,000	353,500

				24-25	25-26
		22-23	23-24	Amended	Recommended
GL Number	Description	Activity	Activity	Budget	Budget
Appropriations		526,925	564,620	613,700	563,000
Fund 661 - CENTRAL GARAGE:					
TOTAL ESTIMATED REVENUES		507,003	549,221	515,000	512,000
TOTAL APPROPRIATIONS		526,925	564,620	613,700	563,000
NET OF REVENUES & APPROPRIATIONS:		(19,921)	(15,400)	(98,700)	(51,000)
BEG. FUND BALANCE		1,180,968	1,161,047	1,145,648	1,145,648
END FUND BALANCE		1,161,047	1,145,648	1,046,948	1,094,648

CITY OF IONIA
Fiscal Year 2025-2026
Budget Document
CENTRAL GARAGE FUND
Revenues

Line Item: Charges for Services

Line Item Number: 661-000-000-626.000

Current Fiscal Year Adopted: \$45,000

New Fiscal Year Recommended: \$45,000

Description: Funds received as payment for services for Public Works Department staff working outside of the City. An example is catch basin cleaning for some of the villages located around the County.

Line Item: Equipment Rental Charges

Line Item Number: 661-000-000-662.000

Current Fiscal Year Adopted: \$445,000

New Fiscal Year Recommended: \$445,000

Description: Funds received from other City funds for renting the equipment owned by the Central Garage Fund. The rates charged by the Central Garage Fund varies. Some funds pay a lump sum which covers the actual use of the equipment as well as a stand-by fee for having the equipment available while other funds such as the street funds pay rental based on a rental rate scheduled published by the State of Michigan.

Line Item: Interest

Line Item Number: 661-000-000-665.000

Current Fiscal Year Adopted: \$10,000

New Fiscal Year Recommended: \$7,000

Description: Funds received as interest income on investments held by the Central Garage Fund.

Line Item: Other Revenue

Line Item Number: 661-000-000-688.000

Current Fiscal Year Adopted: \$5,000

New Fiscal Year Recommended: \$5,000

Description: Funds received from miscellaneous sources.

Line Item: Sale of Property

Line Item Number: 661-000-000-695.000

Current Fiscal Year Adopted: \$10,000

New Fiscal Year Recommended: \$10,000

Description: Funds received from the sale of surplus equipment utilized by the Department of Public Works.

CITY OF IONIA
Fiscal Year 2025-2026
Budget Document

CENTRAL GARAGE FUND
Expenditures

ADMINISTRATION

Line Item Number: 661-441-000-727.000

Line Item: Office Supplies

Current Fiscal Year Adopted: \$200

New Fiscal Year Recommended: \$500

Description: Funds used to purchase office supplies for the Public Works Department.

Line Item Number: 661-441-000-801.000

Line Item: Contractual and Professional Services

Current Fiscal Year Adopted: \$25,000

New Fiscal Year Recommended: \$25,000

Description: Funds paid to the General Fund for administrative and accounting services provided the Central Garage Fund by the General Fund; funds to cover the annual audit and other miscellaneous professional services.

Line Item Number: 661-441-000-851.000

Line Item: Telephone

Current Fiscal Year Adopted: \$5,500

New Fiscal Year Recommended: \$5,500

Description: Funds to cover expenses associated with phone services for the Public Works Department. This includes the telephone at the Public Works building along with the cellular phones used by Public Works employees.

Line Item Number: 661-441-000-860.000

Line Item: Transportation and Training

Current Fiscal Year Adopted: \$2,500

New Fiscal Year Recommended: \$4,000

Description: Funds used to cover expenses for training programs for Public Works employees.

Line Item Number: 661-441-000-920.000

Line Item: Public Utilities

Current Fiscal Year Adopted: \$13,000

New Fiscal Year Recommended: \$13,000

Description: Funds used to cover public utilities expenses at the Public Works Department. This includes electric and natural gas expenses.

Line Item Number: 661-441-000-954.000

Line Item: Insurance

Current Fiscal Year Adopted: \$22,500

New Fiscal Year Recommended: \$17,000

Description: Funds used to cover liability and property insurance for the Public Works Department/Central Garage.

Line Item: Capital Outlay

Line Item Number: 661-441-000-980.000

Current Fiscal Year Adopted: \$195,000

New Fiscal Year Recommended: \$145,000

Description: Funds to cover the cost of purchasing the following equipment:

- New dump truck
- Hot Patch Trailer

OPERATIONS

Line Item: Salary and Wages – Vehicle/Equipment

Line Item Number: 661-442-000-703.100

Current Fiscal Year Adopted: \$70,000

New Fiscal Year Recommended: \$73,000

Description: Funds used to cover the wages of Public Works Department mechanic who performs maintenance on DPW equipment.

Line Item: 661-442-000-703.200

Line Item Number: Salary and Wages – Work for Others

Current Fiscal Year Adopted: \$30,000

New Fiscal Year Recommended: \$30,000

Description: Funds used to cover the wages of Public Works employees for selling public works services outside the City.

Line Item: 661-442-000-704.200
Line Item Number: Salary and Wages – Building and Grounds
Current Fiscal Year Adopted: \$5,000
New Fiscal Year Recommended: \$5,000
Description: Funds used to cover wages of Public Works employees when working on the DPW building (cleaning/repairs).

Line Item: 661-442-000-710.100
Line Item Number: Payroll Taxes & Fringe Benefits
Current Fiscal Year Adopted: \$78,000
New Fiscal Year Recommended: \$82,000
Description: Funds to cover the costs associated with payroll taxes and fringe benefits for Public Works employees.

Line Item: 661-442-000-740.000
Line Item Number: Operating Supplies
Current Fiscal Year Adopted: \$16,000
New Fiscal Year Recommended: \$17,500
Description: Funds used to cover the cost to purchase small tools, hardware supplies, CDL drug testing, CDL renewal, etc.

Line Item: 661-442-000-743.000
Line Item Number: Operating Supplies – Gas and Oil
Current Fiscal Year Adopted: \$43,000
New Fiscal Year Recommended: \$43,000
Description: Funds used to cover the cost of gas and oil for Central Garage owned equipment.

Line Item: 661-442-000-801.000
Line Item Number: Contractual and Professional Services
Current Fiscal Year Adopted: \$19,000
New Fiscal Year Recommended: \$19,000
Description: Funds used to cover the cost of contractual and professional services associated with the Department of Public Works. This ranges from monthly security system fees to periodic consultation with the environmental engineers.

Line Item: 661-442-000-850.000

Line Item Number: Communications

Current Fiscal Year Adopted: \$9,000

New Fiscal Year Recommended: \$9,000

Description: Funds used to cover the cost of communication related expenses including service contract and repair and maintenance related expenses on the portable radios utilized by the Public Works Department.

Line Item: 661-442-000-930.000

Line Item Number: Vehicle Repair and Maintenance

Current Fiscal Year Adopted: \$40,000

New Fiscal Year Recommended: \$40,000

Description: Funds used to cover the cost of purchasing parts and supplies for maintaining Central Garage Fund owned equipment utilized by the Public Works Department.

Line Item: 661-442-000-931.000

Line Item Number: Building Repair and Maintenance

Current Fiscal Year Adopted: \$10,000

New Fiscal Year Recommended: \$10,000

Description: Funds used to cover repair and maintenance on the Public Works Department buildings.

Line Item: 661-442-000-940.000

Line Item Number: Equipment Rental

Current Fiscal Year Adopted: \$25,000

New Fiscal Year Recommended: \$25,000

Description: Funds used to cover equipment rental expenses when the Public Works employees are performing work for others.

Line Item: 661-442-000-940.200

Line Item Number: Equipment Rental – Building and Grounds

Current Fiscal Year Adopted: \$5,000

New Fiscal Year Recommended: \$0

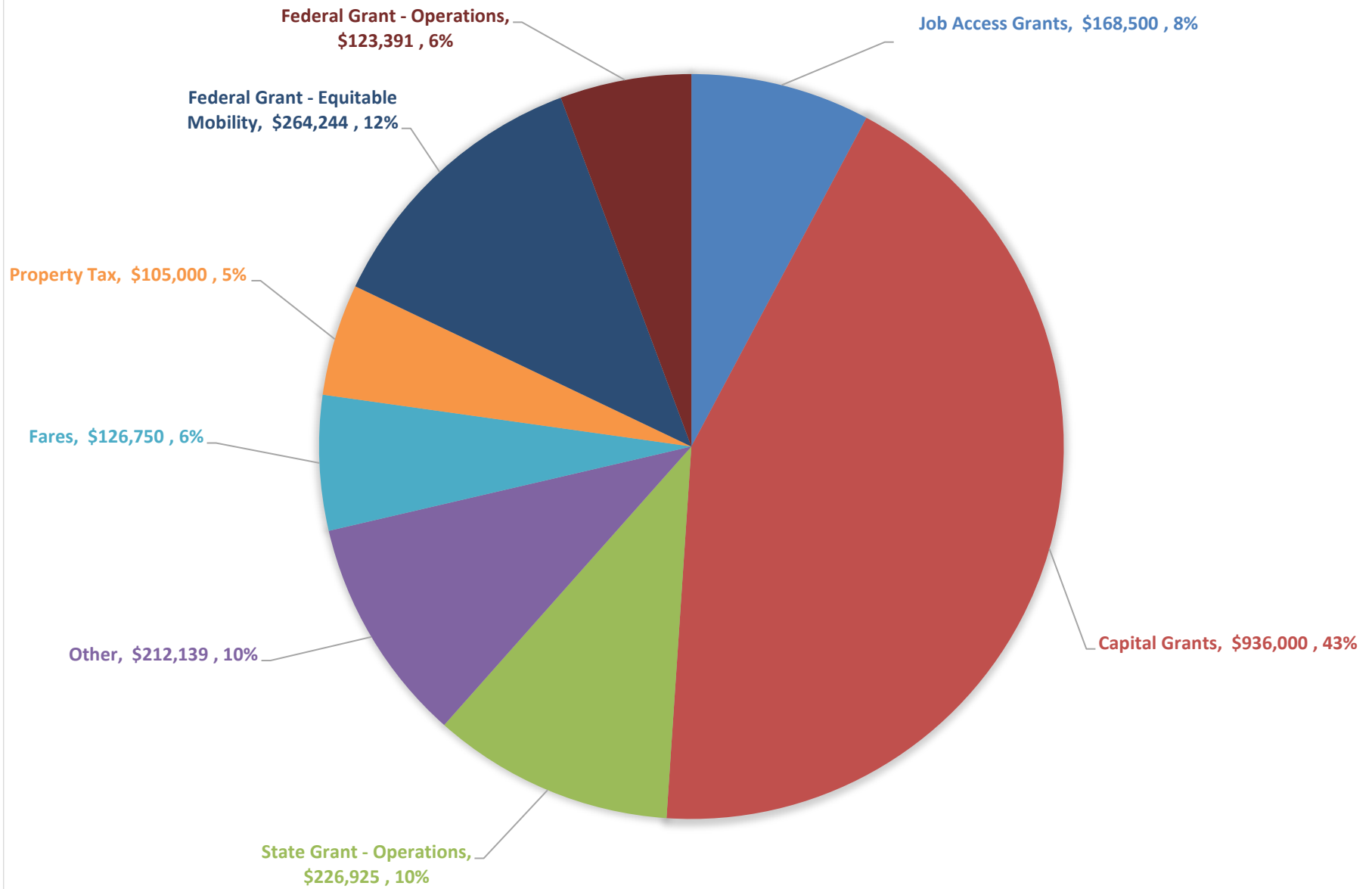
Description: Funds used to cover equipment rental expenses when Public Works employees are conducting maintenance work at the Public Works building.

City of Ionia

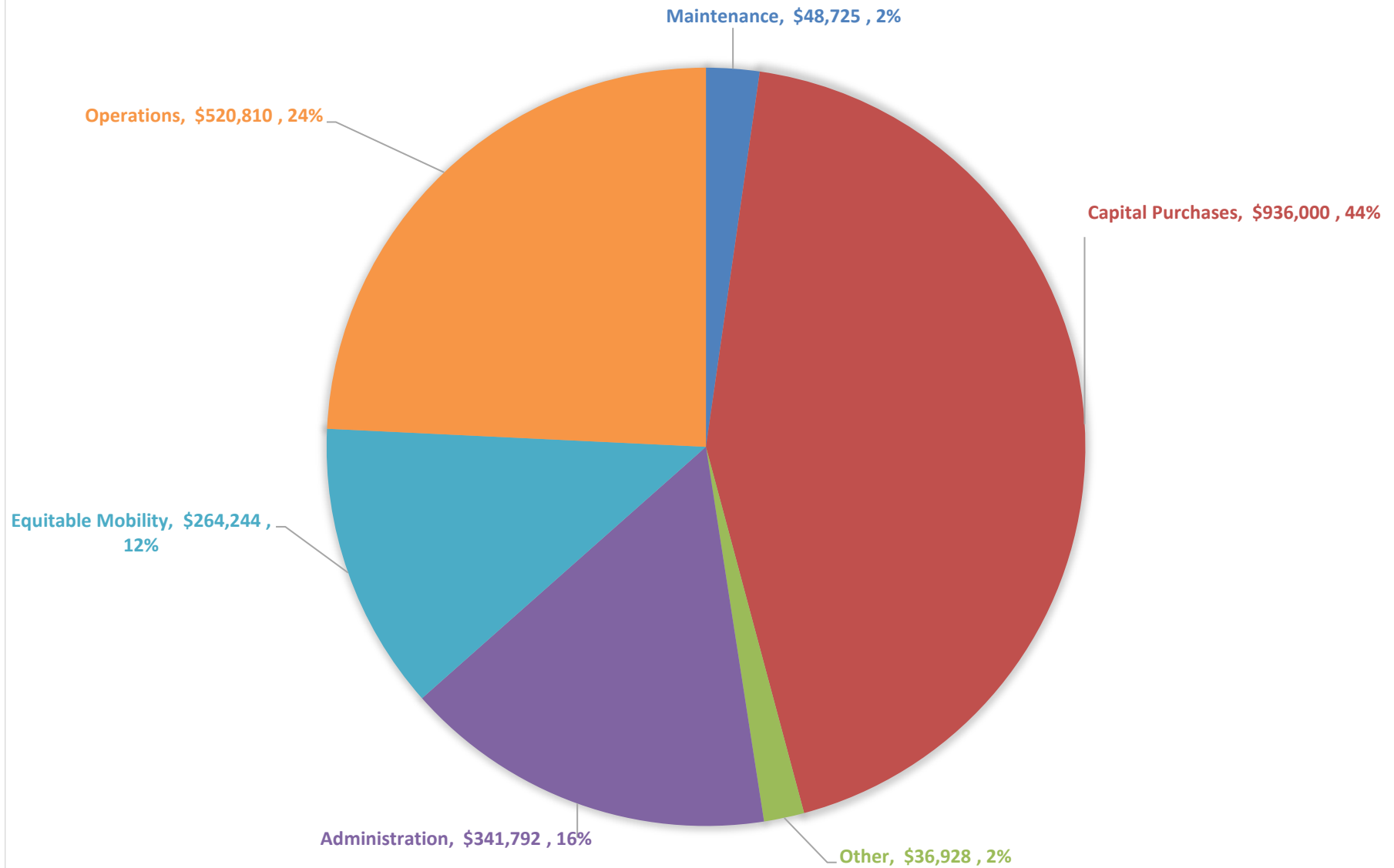
Fiscal Year 2025-2026 Budget

Dial-A- Ride Fund

DIAL-A-RIDE REVENUES 2025-2026: \$2,162,949



DIAL-A-RIDE EXPENDITURES
2025-2026: \$2,148,499



				24-25	25-26
		22-23	23-24	Amended	Recommended
GL Number	Description	Activity	Activity	Budget	Budget
Fund: 588 DIAL-A-RIDE					
Estimated Revenues					
588-000.000-409.000	CURRENT PROPERTY TAXES	89,706	92,124	95,500	105,000
588-000.000-502.000	FEDERAL GRANT - SECTION 5311	255,279	154,402	111,562	123,391
588-000.000-502.500	FEDERAL GRANT- CAPITAL	6,120	-	592,400	748,800
588-000.000-502.700	FEDERAL GRANT - JOB ACCESS	89,692	78,429	84,250	84,250
588-000.000-502.750	FEDERAL GRANT - EQUITABLE MOBILITY	-	-	-	264,244
588-000.000-569.000	STATE GRANT	196,554	249,306	240,977	226,925
588-000.000-569.200	JOB ACCESS REVENUES	15,828	16,231	17,000	17,500
588-000.000-569.400	STATE GRANT - COA	31,473	97,495	36,928	36,928
588-000.000-569.500	STATE GRANT - CAPITAL	1,530	-	148,100	187,200
588-000.000-569.700	STATE GRANT - JOB ACCESS	89,692	78,429	84,250	84,250
588-000.000-569.800	STATE GRANT - RTAP	10,431	1,379	5,500	5,500
588-000.000-570.000	TOWNSHIP - PARTICIPATION	20,250	36,000	31,500	37,711
588-000.000-573.000	LOCAL COMMUNITY STABILIZATION SHARE APPR	32,167	29,475	37,000	37,000
588-000.000-626.000	CHARGE FOR SERVICES	24,460	15,995	22,500	22,500
588-000.000-630.000	PASSENGER FARES/TOKENS	66,200	65,594	73,500	76,750
588-000.000-630.100	PASSENGER FARES - SCHOOLS	1,725	-	-	-
588-000.000-630.750	PASSENGER FARES - EQUITABLE MOBILITY	-	-	-	50,000
588-000.000-665.000	INTEREST	19,123	35,618	35,000	35,000
588-000.000-688.000	OTHER REVENUE	1,224	7,638	-	-
588-000.000-688.588	Other Revenue - Power My Fleet	-	108,860	-	-
588-000.000-695.000	SALE OF PROPERTY	-	-	50,000	20,000
Estimated Revenues		951,454	1,066,975	1,665,967	2,162,949
Appropriations					
Department: ADMINISTRATIVE					
588-558.000-702.000	SALARY & WAGES	98,582	93,737	96,500	81,141
588-558.000-710.000	PAYROLL TAXES & FRINGE BENEFIT	48,854	47,789	51,500	43,816
588-558.000-727.000	OFFICE SUPPLIES	254	230	250	250
588-558.000-801.000	CONTRACTUAL & PROFESSIONAL SEV	47,650	47,850	44,500	44,500
588-558.000-816.000	COMMUNICATION TOWER EXPENSES	19,513	25,511	15,000	15,000
588-558.000-851.000	TELEPHONE	1,500	1,500	1,500	1,500
588-558.000-861.000	MEMBERSHIP AND DUES	1,405	1,400	1,431	1,700
588-558.000-900.000	PUBLISHING	230	200	250	250

				24-25	25-26
		22-23	23-24	Amended	Recommended
GL Number	Description	Activity	Activity	Budget	Budget
588-558.000-920.000	PUBLIC UTILITIES	13,189	15,329	21,300	16,185
588-558.000-940.000	EQUIPMENT RENTAL	22	-	-	-
588-558.000-954.000	INSURANCE	1,192	1,236	1,500	1,500
588-558.000-962.200	ADVERTISING - PROMOTION	4,444	6,759	7,000	7,000
588-558.000-968.000	DEPRECIATION	723	321	500	325
588-558.000-968.200	DEPRECIATION - CONTRIB ASSETS	148,067	128,612	149,000	128,625
588-558.000-980.000	CAPITAL OUTLAY	133	1,470	-	-
588-558.000-997.000	GASB 68 RELATED PENSION EXPENSE	2,224	(23,236)	-	-
Total Department ADMINISTRATIVE:		387,983	348,708	390,231	341,792
Department: OPERATIONS					
588-560.000-702.000	SALARY & WAGES	261,587	258,438	251,750	263,075
588-560.000-702.007	SALARY AND WAGES - DISPATCHERS	57,981	58,425	56,500	51,651
588-560.000-710.000	PAYROLL TAXES & FRINGE BENEFIT	31,928	33,850	33,500	40,418
588-560.000-740.000	OPERATING SUPPLIES	6,278	2,811	2,500	2,500
Department: OPERATIONS					
588-560.000-743.000	OPERATING SUPPLIES-GAS & OIL	60,815	54,964	52,500	51,756
588-560.000-743.100	OPERATING SUPPLIES-TIRES/TUBES	4,845	5,398	5,000	6,100
588-560.000-801.000	CONTRACTUAL & PROFESSIONAL SEV	49,806	53,545	51,000	80,460
588-560.000-807.800	RTAP GRANT	10,931	1,726	5,500	5,500
588-560.000-816.000	COMMUNICATION TOWER EXPENSES	4,583	4,626	5,050	4,130
588-560.000-860.000	TRANSPORTATION AND TRAINING	545	634	500	500
588-560.000-954.000	INSURANCE	6,769	8,145	14,645	14,645
588-560.000-957.000	TAXES-VEHICLE & CDL LICENSES	235	47	100	75
Total Department OPERATIONS:		496,303	482,608	478,545	520,810
Department: MAINTENANCE					
588-564.000-775.000	REPAIR & MAINTENANCE SUPPLIES	-	23	50	50
588-564.000-801.000	CONTRACTUAL & PROFESSIONAL SEV	9,916	9,990	8,000	5,810
588-564.000-850.000	COMMUNICATIONS	5,068	2,009	2,500	2,470
588-564.000-930.000	VEHICLE REPAIR & MAINTENANCE	24,273	44,887	45,000	35,000
588-564.000-931.000	BUILDING REPAIR & MAINTENANCE	16,243	12,580	6,500	5,395
Total Department MAINTENANCE:		55,500	69,489	62,050	48,725
Department: Equitable Mobility					
588-568.000-702.000	SALARY & WAGES	-	-	-	146,973
588-568.000-710.000	PAYROLL TAXES & FRINGE BENEFIT	-	-	-	23,864
588-568.000-727.000	OFFICE SUPPLIES	-	-	-	750

				24-25	25-26
		22-23	23-24	Amended	Recommended
GL Number	Description	Activity	Activity	Budget	Budget
588-568.000-740.000	OPERATING SUPPLIES	-	-	-	750
588-568.000-743.000	OPERATING SUPPLIES-GAS & OIL	-	-	-	9,750
588-568.000-743.100	OPERATING SUPPLIES-TIRES/TUBES	-	-	-	500
588-568.000-801.000	CONTRACTUAL & PROFESSIONAL SEV	-	-	-	13,895
588-568.000-920.000	PUBLIC UTILITIES	-	-	-	3,315
588-568.000-930.000	VEHICLE REPAIR & MAINTENANCE	-	-	-	3,778
588-568.000-954.000	INSURANCE	-	-	-	2,634
588-568.000-962.200	ADVERTISING - PROMOTION	-	-	-	35,000
588-568.000-968.000	DEPRECIATION	-	-	-	21,435
588-568.000-980.000	CAPITAL OUTLAY	-	-	-	1,600
Total Department Equitable Mobility:		-	-	-	264,244
Department: STATE GRANTS					
588-570.000-807.400	COA GRANT	31,472	97,495	36,928	36,928
588-570.000-807.700	CAPITAL GRANT	564	-	740,500	936,000
Total Department STATE GRANTS:		32,036	97,495	777,428	972,928
Appropriations		971,821	998,300	1,708,254	2,148,499
Fund 588 - DIAL-A-RIDE:					
TOTAL ESTIMATED REVENUES		951,454	1,066,975	1,665,967	2,162,949
TOTAL APPROPRIATIONS		971,821	998,300	1,708,254	2,148,499
NET OF REVENUES & APPROPRIATIONS:		(20,367)	68,676	(42,287)	14,450
BEG. FUND BALANCE		1,118,175	1,097,808	1,166,484	1,166,484
END FUND BALANCE		1,097,808	1,166,484	1,124,197	1,180,934

CITY OF IONIA
Fiscal Year 2025-2026
Budget Document

DIAL-A-RIDE FUND

Revenues

Line Item: Property Tax

Line Item Number: 588-000-000-409.000

Current Fiscal Year Adopted: \$95,500

New Fiscal Year Recommended: \$105,000

Description: Revenues received through the millage levy for the operation of Dial-A-Ride. The amount anticipated is based on the taxable value of the City.

Line Item: Federal Grant – Section 5311

Line Item Number: 588-000-000-502.000

Current Fiscal Year Adopted: \$111,562

New Fiscal Year Recommended: \$123,391

Description: Funds received from the federal government in the form of a Section 5311 grant.

Line Item: Federal Grant – Capital

Line Item Number: 588-000-000-502.500

Current Fiscal Year Adopted: \$592,400

New Fiscal Year Recommended: \$748,800

Description: Funds received from the federal government for capital purchases. Grant funding is anticipated for office equipment replacement, technology upgrades and bus replacement.

Line Item: Federal Grant – Job Access

Line Item Number: 588-000-000-502.700

Current Fiscal Year Adopted: \$84,250

New Fiscal Year Recommended: \$84,250

Description: Funds received from the federal government for job access transportation program. The program provides transportation for the Ionia/Belding run and the Ionia/Muir run.

Line Item: Federal Grant – Equitable Mobility

Line Item Number: 588-000-000-502.750

Current Fiscal Year Adopted: \$0

New Fiscal Year Recommended: \$264,244

Description: Funds received from the federal government for equitable mobility transportation program.

Line Item: State Grant

Line Item Number: 588-000-000-569.000

Current Fiscal Year Adopted: \$240,977

New Fiscal Year Recommended: \$226,925

Description: Funds received from the state government in the form of grant proceeds.

Line Item: Job Access Revenue

Line Item Number: 588-000-000-569.200

Current Fiscal Year Adopted: \$17,000

New Fiscal Year Recommended: \$17,500

Description: Funds received from passengers classified under the Job Access.

Line Item: State Grant – Commission on Aging

Line Item Number: 588-000-000-569.400

Current Fiscal Year Adopted: \$36,928

New Fiscal Year Recommended: \$36,928

Description: Funds received from the state government for providing special transit services to the Ionia County Commission on Agency (Meals on Wheels, medical appointments, etc).

Line Item: State Grant - Capital

Line Item Number: 588-000-000-569.500

Current Fiscal Year Adopted: \$148,100

New Fiscal Year Recommended: \$187,200

Description: Funds received from the state government for capital purchases. State grant funding is anticipated to act as a match for federal capital grants that may be available for office equipment replacement, technology upgrades and bus replacement.

Line Item: State Grant – Job Access

Line Item Number: 588-000-000-569.700

Current Fiscal Year Adopted: \$84,250

New Fiscal Year Recommended: \$84,250

Description: Funds received from the state government for job access transportation program. The program provides transportation for the Ionia/Belding run and the Ionia/Muir run.

Line Item: State Grant - RTAP

Line Item Number: 588-000-000-569-800

Current Fiscal Year Adopted: \$5,500

New Fiscal Year Recommended: \$5,500

Description: Funds received from the state government to assist in offsetting the cost of training Dial-A-Ride employees.

Line Item: Contribution - Townships

Line Item Number: 588-000-000-570.000

Current Fiscal Year Adopted: \$31,500

New Fiscal Year Recommended: \$37,711

Description: Funds received from Easton Township for Dial-A-Ride services.

Line Item: Local Community Stabilization Grant

Line Item Number: 588-000.000-570.000

Current Fiscal Year Adopted: \$37,000

New Fiscal Year Recommended: \$37,000

Description: Revenues received from the State of Michigan in lieu of local personal property tax payments.

Line Item: Charges for Service

Line Item Number: 588-000-000-626.000

Current Fiscal Year Adopted: \$22,500

New Fiscal Year Recommended: \$22,500

Description: Funds paid to the DAR Fund from other City funds (Public Safety/Water Fund/WWTP/Central Garage) for the other funds portion of the cost of the T-1 line for the communication tower/communication system. Revenues also received from Ionia County and Life EMS for renting space on the tower.

Line Item: Passenger Fares

Line Item Number: 588-000-000-630.000

Current Fiscal Year Adopted: \$73,500

New Fiscal Year Recommended: \$76,750

Description: Funds received in the form of fares from riders which includes fare box, Intermediate School District, Department of Social Services and Heartland Health Care fares. No fare increases are proposed to support the FY25-26 budget.

Line Item: Passenger Fares – Equitable Mobility

Line Item Number: 588-000-000-630.750

Current Fiscal Year Adopted: \$0

New Fiscal Year Recommended: \$50,000

Description: Funds received from equitable mobility micro transit riders.

Line Item: Interest

Line Item Number: 588-000-000-665.000

Current Fiscal Year Adopted: \$35,000

New Fiscal Year Recommended: \$35,000

Description: Funds received in the form of interest on investments.

Line Item: Sale of Property

Line Item Number: 588-000-000-695.000

Current Fiscal Year Adopted: \$50,000

New Fiscal Year Recommended: \$20,000

Description: Funds received from the sale of surplus equipment and vehicles.

CITY OF IONIA
Fiscal Year 2025-2026
Budget Document

DIAL-A-RIDE FUND
Expenditures

ADMINISTRATION

Line Item: Salary and Wages

Line Item Number: 588-558-000-702.000

Current Fiscal Year Adopted: \$96,500

New Fiscal Year Recommended: \$81,141

Description: Funds used to cover the salary of the Dial-A-Ride Director.

Line Item: Payroll Taxes & Fringe Benefits

Line Item Number: 588-558-000-710.000

Current Fiscal Year Adopted: \$51,500

New Fiscal Year Recommended: \$43,816

Description: Funds used to cover the payroll taxes and fringe benefits expenses for the Dial-A-Ride Director.

Line Item: Office Supplies

Line Item Number: 588-558-000-727.000

Current Fiscal Year Adopted: \$250

New Fiscal Year Recommended: \$250

Description: Funds used to cover the cost buying office supplies for Dial-A-Ride.

Line Item: Contractual and Professional Services

Line Item Number: 588-558-000-801.000

Current Fiscal Year Adopted: \$44,500

New Fiscal Year Recommended: \$44,500

Description: Funds used to pay the City's General Fund for the costs of handling the payroll, accounts payable and bookkeeping costs associated with the Dial-A-Ride operation. Funds are also included to cover the annual Dial-A-Ride Fund audit.

Line Item: Communication Tower Expenses

Line Item Number: 588-558-000-816.000

Current Fiscal Year Adopted: \$15,000

New Fiscal Year Recommended: \$15,000

Description: Funds used to pay expenses related to the communication system/tower site including electricity, insurance, State fees and HVAC maintenance.

Line Item: Telephone

Line Item Number: 588-558-000-851.000

Current Fiscal Year Adopted: \$1,500

New Fiscal Year Recommended: \$1,500

Description: Funds used to cover the telephone and cellular phone allowance.

Line Item: Membership and Dues

Line Item Number: 588-558-000-861.000

Current Fiscal Year Adopted: \$1,431

New Fiscal Year Recommended: \$1,700

Description: Funds used to cover the dues of organizations that Dial-A-Ride is a member. This includes the Community Transportation Association of America and the Michigan Public Transit Association, Mi-Deal Purchasing Program, Business and Professional Women, Ionia Area Chamber of Commerce and the VISA annual fee.

Line Item: Publishing

Line Item Number: 588-558-000-900.000

Current Fiscal Year Adopted: \$250

New Fiscal Year Recommended: \$250

Description: Funds used to cover the publication of legal notices including notice of review of the annual application, notice of Task Force meetings and LAC Committee meetings.

Line Item: Public Utilities

Line Item Number: 588-558-000-920.000

Current Fiscal Year Adopted: \$21,300

New Fiscal Year Recommended: \$16,185

Description: Funds used to cover utility expenses of the Dial-A-Ride facility. This includes natural gas and electricity, water and sewer.

Line Item: Insurance
Line Item Number: 588-558-000-954.000
Current Fiscal Year Adopted: \$1,500
New Fiscal Year Recommended: \$1,600
Description: Funds used to cover the cost of insuring the Dial-A-Ride facility.

Line Item: Advertising - Promotion
Line Item Number: 588-558-000-962.200
Current Fiscal Year Adopted: \$7,000
New Fiscal Year Recommended: \$7,000
Description: Funds used to cover the cost of advertising Dial-A-Ride programs in local newspapers/radio stations and employee apparel.

Line Item: Depreciation
Line Item Number: 588-558-000-968.000
Current Fiscal Year Adopted: \$500
New Fiscal Year Recommended: \$325
Description: Funds used to cover depreciation of Dial-A-Ride equipment.

Line Item: Depreciation – Contributed Assets
Line Item Number: 588-558-000-968.200
Current Fiscal Year Adopted: \$149,000
New Fiscal Year Recommended: \$128,625
Description: Funds used to cover depreciation of certain Dial-A-Ride facility assets including vehicles.

Line Item: Capital Outlay
Line Item Number: 588-558-000-968.200
Current Fiscal Year Adopted: \$0
New Fiscal Year Recommended: \$0
Description: Funds used to cover miscellaneous equipment.

OPERATIONS

Line Item: Salary and Wages
Line Item Number: 588-560-000-702.000
Current Fiscal Year Adopted: \$251,750
New Fiscal Year Recommended: \$263,075
Description: Funds used to cover the wages of the Dial-A-Ride drivers.

Line Item: Salary and Wages - Dispatchers
Line Item Number: 588-560-000-702.007
Current Fiscal Year Adopted: \$56,500
New Fiscal Year Recommended: \$51,651
Description: Funds used to cover the wages of the Dial-A-Ride Dispatchers.

Line Item: Payroll Taxes & Fringe Benefits
Line Item Number: 588-560-000-710.000
Current Fiscal Year Adopted: \$33,500
New Fiscal Year Recommended: \$40,418
Description: Funds to cover the payroll tax and fringe benefits expenses associated with the wages budgeted for Dial-A-Ride employees.

Line Item: Operating Supplies
Line Item Number: 588-560-000-740.000
Current Fiscal Year Adopted: \$2,500
New Fiscal Year Recommended: \$2,500
Description: Funds used to cover the operating supplies related expenses of Dial-A-Ride. This includes supplies such as punch cards, time call cards, office supplies, etc.

Line Item: Operating Supplies – Gas and Oil
Line Item Number: 588-560-000-743.000
Current Fiscal Year Adopted: \$52,250
New Fiscal Year Recommended: \$51,753
Description: Funds used to cover the cost of fuel for the Dial-A-Ride vehicles and oils and filters for routine engine maintenance.

Line Item: Operating Supplies – Tires and Tubes

Line Item Number: 588-560-000-743.100

Current Fiscal Year Adopted: \$5,000

New Fiscal Year Recommended: \$6,100

Description: Funds used to cover the cost of tires for the Dial-A-Ride vehicles (includes mounting, balancing and alignments).

Line Item: Contractual and Professional Services

Line Item Number: 588-560-000-801.000

Current Fiscal Year Adopted: \$51,000

New Fiscal Year Recommended: \$80,460

Description: Funds used to pay the City of Belding Dial-A-Ride for job access service between Belding and Ionia. Other items funded from this line item include the mandatory periodic drug testing of drivers, hepatitis shots and the maintenance contract for the copy machine.

Line Item: RTAP Grant

Line Item Number: 588-560-000-807.800

Current Fiscal Year Adopted: \$5,500

New Fiscal Year Recommended: \$5,500

Description: Funds used to pay for training programs for Dial-A-Ride drivers. This expense is reimbursed at 100% by MDOT.

Line Item: Transportation and Training

Line Item Number: 588-560-000-860.000

Current Fiscal Year Adopted: \$500

New Fiscal Year Recommended: \$500

Description: Funds used to cover mileage and meal reimbursement to Dial-A-Ride employees when attending training sessions in other communities.

Line Item: Insurance

Line Item Number: 588-560-000-954.000

Current Fiscal Year Adopted: \$14,645

New Fiscal Year Recommended: \$14,645

Description: Funds used to cover the cost of insurance for Dial-A-Ride vehicles.

Line Item: CDL Licenses

Line Item Number: 588-560-000-957.000

Current Fiscal Year Adopted: \$100

New Fiscal Year Recommended: \$75

Description: Funds to cover the expense of renewing employee CDL driver's licenses endorsements.

MAINTENANCE

Line Item: Contractual and Professional Services

Line Item Number: 588-564-000-801.000

Current Fiscal Year Adopted: \$8,000

New Fiscal Year Recommended: \$5,810

Description: Funds used to cover a variety of contracted services including waste disposal, pest control, snow removal, trugreen, shop towels, annual alarm monitoring fee, hoist inspection, oil separator, fire extinguishers, etc.

Line Item: Communications

Line Item Number: 588-564-000-850.000

Current Fiscal Year Adopted: \$2,500

New Fiscal Year Recommended: \$2,470

Description: Funds for the service contract on the Dial-A-Ride communication system.

Line Item: Vehicle Repair and Maintenance

Line Item Number: 588-564-000-930.000

Current Fiscal Year Adopted: \$45,000

New Fiscal Year Recommended: \$35,000

Description: Funds used to cover the heavy maintenance expenses associated with operating the Dial-A-Ride fleet.

Line Item: Building Repair and Maintenance

Line Item Number: 588-564-000-931.000

Current Fiscal Year Adopted: \$6,500

New Fiscal Year Recommended: \$5,395

Description: Funds to cover repairs to the Dial-A-Ride building ranging from professional cleaning services to garage door maintenance and softener salt.

EQUITABLE MOBILITY

Line Item: Salary and Wages

Line Item Number: 588-568-000-702.000

Current Fiscal Year Adopted: \$0

New Fiscal Year Recommended: \$146,973

Description: Funds used to cover the salary of the Dial-A-Ride Director and I-Go drivers.

Line Item: Payroll Taxes & Fringe Benefits

Line Item Number: 588-568-000-710.000

Current Fiscal Year Adopted: \$0

New Fiscal Year Recommended: \$23,864

Description: Funds used to cover the payroll taxes and fringe benefits expenses for the Dial-A-Ride Director and I-Go drivers.

Line Item: Office Supplies

Line Item Number: 588-568-000-727.000

Current Fiscal Year Adopted: \$0

New Fiscal Year Recommended: \$750

Description: Funds used to cover the cost buying office supplies for I-Go.

Line Item: Operating Supplies

Line Item Number: 588-568-000-740.000

Current Fiscal Year Adopted: \$0

New Fiscal Year Recommended: \$750

Description: Funds used to cover the operating supplies related expenses I-Go. This includes supplies such as punch cards, time call cards, office supplies, etc.

Line Item: Operating Supplies – Gas and Oil

Line Item Number: 588-568-000-743.000

Current Fiscal Year Adopted: \$0

New Fiscal Year Recommended: \$9,750

Description: Funds used to cover the cost of fuel for the I-Go vehicles and oils and filters for routine engine maintenance.

Line Item: Operating Supplies – Tires and Tubes

Line Item Number: 588-568-000-743.100

Current Fiscal Year Adopted: \$0

New Fiscal Year Recommended: \$500

Description: Funds used to cover the cost of tires for the I-Go vehicles (includes mounting, balancing and alignments).

Line Item: Contractual and Professional Services

Line Item Number: 588-568-000-801.000

Current Fiscal Year Adopted: \$0

New Fiscal Year Recommended: \$13,895

Description: Funds used to pay the City's General Fund for the costs of handling the payroll, accounts payable and bookkeeping costs associated with the I-Go operation.

Line Item: Public Utilities

Line Item Number: 588-568-000-920.000

Current Fiscal Year Adopted: \$0

New Fiscal Year Recommended: \$3,315

Description: Funds used to cover utility expenses of the Dial-A-Ride facility. This includes natural gas and electricity, water and sewer.

Line Item: Insurance

Line Item Number: 588-568-000-954.000

Current Fiscal Year Adopted: \$0

New Fiscal Year Recommended: \$2,634

Description: Funds used to cover the cost of insuring the Dial-A-Ride facility.

Line Item: Advertising - Promotion

Line Item Number: 588-568-000-962.200

Current Fiscal Year Adopted: \$0

New Fiscal Year Recommended: \$35,000

Description: Funds used to cover the cost of advertising Dial-A-Ride programs in local newspapers/radio stations and employee apparel.

Line Item: Depreciation
Line Item Number: 588-568-000-968.000
Current Fiscal Year Adopted: \$0
New Fiscal Year Recommended: \$21,435
Description: Funds used to cover depreciation of I-Go equipment.

Line Item: Capital Outlay
Line Item Number: 588-568-000-968.200
Current Fiscal Year Adopted: \$0
New Fiscal Year Recommended: \$1,600
Description: Funds used to cover miscellaneous equipment.

GRANTS

Line Item: Commission on Aging Grant
Line Item Number: 588-570-000807.400
Current Fiscal Year Adopted: \$36,928
New Fiscal Year Recommended: \$36,928
Description: Funds used to cover the Dial-A-Ride's expenses associated with the specialized service contract with the Ionia County Commission on Aging. This expense is off-set by the revenue received from the grant for this service.

Line Item: Capital Grant Purchases
Line Item Number: 588-570-807.700
Current Fiscal Year Adopted: \$740,500
New Fiscal Year Recommended: \$936,000
Description: Federal and state grant funds are anticipated to be available during FY25-26 to cover the cost of the following equipment:

- Vehicle Replacements \$ 862,500
- Garage Floor Sweeper \$ 7,000
- Cement Floor Upgrade \$ 50,000
- Vault Equipment \$ 16,500

City of Ionia

Fiscal Year 2025-2026 Budget

Theatre Fund

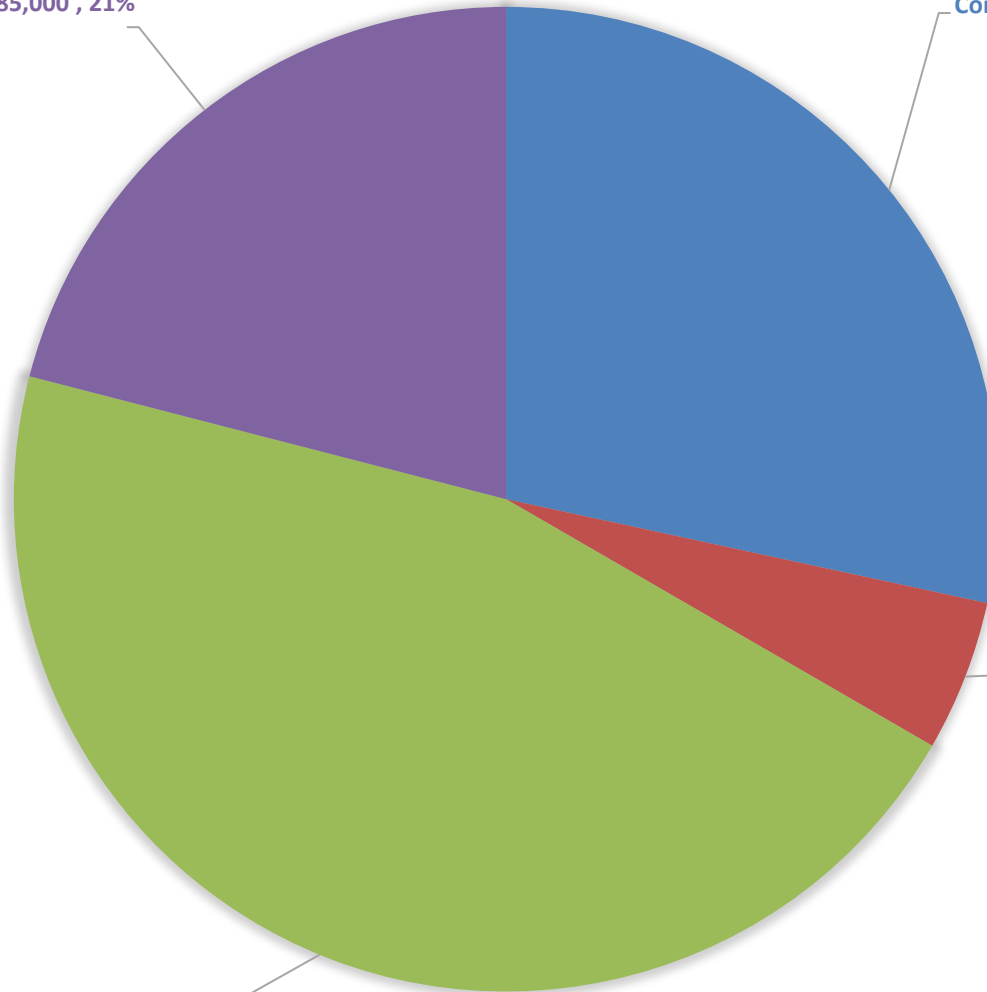
THEATRE REVENUES
2025-2026: \$405,100

Movie Admissions, \$85,000 , 21%

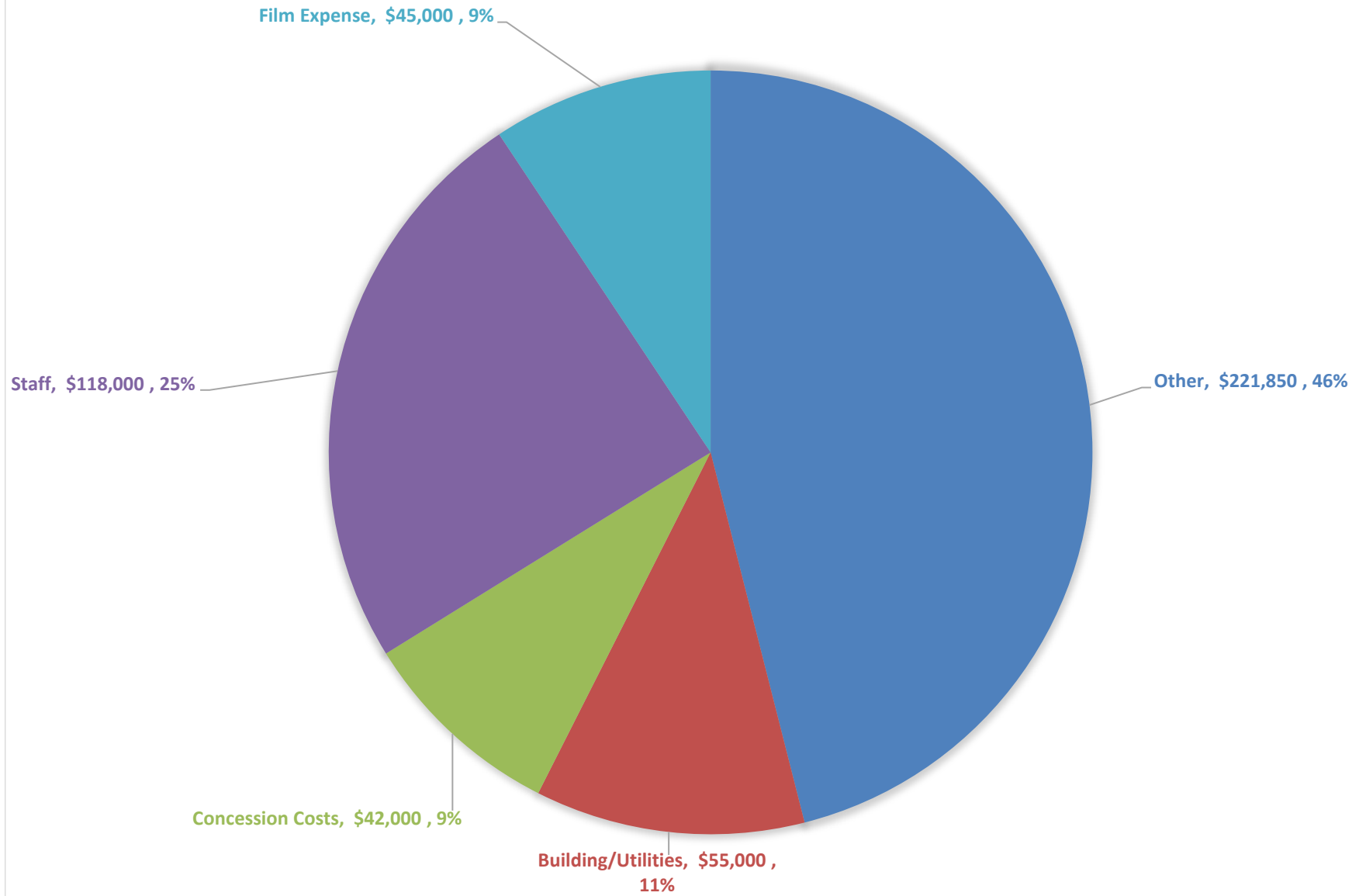
Concessions, \$115,000 , 28%

Other, \$20,100 , 5%

Contribution from DDA,
\$185,000 , 46%



THEATRE EXPENDITURES
2025-2026: \$481,850



				24-25	25-26
		22-23	23-24	Amended	Recommended
GL Number	Description	Activity	Activity	Budget	Budget
Fund: 250 THEATRE FUND					
Estimated Revenues					
250-000.000-502.600	FEDERAL GRANT	-	-	-	-
250-000.000-633.000	MOVIE ADMISSIONS	80,738	73,185	80,000	85,000
250-000.000-634.000	MOVIE CONCESSIONS	101,855	100,847	110,000	115,000
250-000.000-635.000	LIVE ENTERTAINMENT REVENUE	1,593	1,038	2,000	2,000
250-000.000-636.001	PREPAID TICKET SALES	44	335	-	-
250-000.000-639.000	THEATRE RENTAL	9,155	8,275	7,500	5,000
250-000.000-640.000	ADVERTISING REVENUES	2,976	4,302	5,000	6,000
250-000.000-665.000	INTEREST	1,915	497	1,000	100
250-000.000-675.000	GIFTS DONATIONS	2,030	1,797	2,500	4,000
250-000.000-688.000	OTHER REVENUE	97	1,445	2,000	3,000
250-000.000-699.248	CONTRIBUTION FROM DDA	24,998	35,000	155,000	185,000
Estimated Revenues		225,401	226,721	365,000	405,100
Appropriations					
Department: OPERATIONS					
250-442.000-702.000	SALARY & WAGES	93,625	100,489	103,000	106,000
250-442.000-710.000	PAYROLL TAXES & FRINGE BENEFIT	7,665	8,226	11,000	12,000
250-442.000-727.000	OFFICE SUPPLIES	898	1,154	800	900
250-442.000-728.000	POSTAGE	115	1	100	100
250-442.000-729.000	CREDIT CARD FEES	7,380	6,455	6,000	5,000
250-442.000-732.000	LIVE ENTERTAINMENT EXPENSE	-	-	1,000	-
250-442.000-740.000	OPERATING SUPPLIES	2,266	3,769	3,750	2,000
250-442.000-801.000	CONTRACTUAL & PROFESSIONAL SEV	22,677	11,886	18,000	16,000
250-442.000-804.000	FILM EXPENSE	47,855	41,662	45,000	45,000
250-442.000-805.000	CONCESSION EXPENSE	40,336	40,956	42,000	42,000
250-442.000-851.000	TELEPHONE	1,020	1,020	1,100	1,100
250-442.000-861.000	MEMBERSHIP AND DUES	-	-	500	750
250-442.000-862.000	SUBSCRIPTIONS	142	367	500	500
250-442.000-920.000	PUBLIC UTILITIES	36,657	30,421	35,000	35,000
250-442.000-931.000	BUILDING REPAIR & MAINTENANCE	21,161	20,942	25,000	20,000
250-442.000-956.001	SALES TAX	6,007	5,562	6,000	6,000
250-442.000-962.200	ADVERTISING - PROMOTION	7,208	7,306	5,000	4,500
250-442.000-968.000	DEPRECIATION	37,510	25,435	-	-

				24-25	25-26
		22-23	23-24	Amended	Recommended
GL Number	Description	Activity	Activity	Budget	Budget
250-442.000-980.000	CAPITAL OUTLAY	-	-	55,000	185,000
Total Department OPERATIONS:		332,522	305,651	358,750	481,850
Appropriations		332,522	305,651	358,750	481,850
Fund 250 - THEATRE FUND:					
TOTAL ESTIMATED REVENUES		225,401	226,721	365,000	405,100
TOTAL APPROPRIATIONS		332,522	305,651	358,750	481,850
NET OF REVENUES & APPROPRIATIONS:		(107,121)	(78,930)	6,250	(76,750)
BEG. FUND BALANCE		496,024	388,904	309,974	309,974
END FUND BALANCE		388,904	309,974	316,224	233,224

CITY OF IONIA
Fiscal Year 2025-2026
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THEATRE FUND
Revenues

Line Item: Movie Admissions
Line Item Number: 250-000-000-633.000
Current Fiscal Year Adopted: \$80,000
New Fiscal Year Recommended: \$85,000
Description: Revenues received from movie admissions.

Line Item: Movie Concessions
Line Item Number: 250-000-000-634.000
Current Fiscal Year Adopted: \$110,000
New Fiscal Year Recommended: \$115,000
Description: Revenues received from the sale of concessions at the Theatre (popcorn, pop, candy, etc).

Line Item: Live Entertainment Revenue
Line Item Number: 250-000-000-635.000
Current Fiscal Year Adopted: \$2,000
New Fiscal Year Recommended: \$2,000
Description: Revenues received in the form of admissions to live entertainment events held at the Theatre.

Line Item: Theatre Rental
Line Item Number: 250-000-000-639.000
Current Fiscal Year Adopted: \$7,500
New Fiscal Year Recommended: \$5,000
Description: Revenues received from the rental of the Theatre to groups for events.

Line Item: Advertising Revenues

Line Item Number: 250-000-000-640.000

Current Fiscal Year Adopted: \$5,000

New Fiscal Year Recommended: \$6,000

Description: Revenues received in the form of sales of advertisements to local businesses which are aired as movie trailers.

Line Item: Interest

Line Item Number: 250-000-000-665.000

Current Fiscal Year Adopted: \$1,000

New Fiscal Year Recommended: \$100

Description: Revenues received in the form of interest earned on reserves held by the Theatre Fund.

Line Item: Gifts/Donations

Line Item Number: 250-000-000-675.000

Current Fiscal Year Adopted: \$2,500

New Fiscal Year Recommended: \$4,000

Description: Revenues received in the form of donations.

Line Item: Other Revenue

Line Item Number: 250-000-000-688.000

Current Fiscal Year Adopted: \$2,000

New Fiscal Year Recommended: \$3,000

Description: Revenues received from miscellaneous sources including parking lot rental along the east side of Theatre.

Line Item: Contributions from the DDA

Line Item Number: 250-000-000-699.248

Current Fiscal Year Adopted: \$155,000

New Fiscal Year Recommended: \$185,000

Description: Revenues received in the form of a transfer from the DDA from the 1.00 mill property tax levy for improvements to the Ionia Theatre.

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THEATRE FUND
Expenditures

OPERATIONS

Line Item: Salary and Wages

Line Item Number: 250-442-000-702.000

Current Fiscal Year Adopted: \$103,000

New Fiscal Year Recommended: \$106,000

Description: To cover the cost of salary and wages for the Theatre Manager and staff.

Line Item: Payroll Taxes & Fringe Benefits

Line Item Number: 250-442-000-710.000

Current Fiscal Year Adopted: \$11,000

New Fiscal Year Recommended: \$12,000

Description: To cover the costs of payroll taxes and fringe benefits for wages paid from the Theatre Fund budget.

Line Item: Office Supplies

Line Item Number: 250-442-000-727.000

Current Fiscal Year Adopted: \$800

New Fiscal Year Recommended: \$900

Description: To cover the cost of office supplies for the Theatre.

Line Item: Postage

Line Item Number: 250-442-000-728.000

Current Fiscal Year Adopted: \$100

New Fiscal Year Recommended: \$100

Description: To cover the cost of postage for Theatre mailings.

Line Item: Credit Card Fees
Line Item Number: 250-442-000-729.000
Current Fiscal Year Adopted: \$6,000
New Fiscal Year Recommended: \$5,000
Description: To cover the cost of fees associated with credit card sales at the Theatre.

Line Item: Live Entertainment Expense
Line Item Number: 250-442-000-732.000
Current Fiscal Year Adopted: \$1,000
New Fiscal Year Recommended: \$0
Description: To cover the cost of for live events.

Line Item: Operating Supplies
Line Item Number: 250-442-000-740.000
Current Fiscal Year Adopted: \$3,750
New Fiscal Year Recommended: \$2,000
Description: To cover the cost of operating supplies associated with the operation of the Theatre.

Line Item: Contractual and Professional Services
Line Item Number: 250-442-000-801.000
Current Fiscal Year Adopted: \$18,000
New Fiscal Year Recommended: \$16,000
Description: To cover the cost of garbage disposal at the Theatre, labor fees and licenses for the pre-show reels.

Line Item: Film Expense
Line Item Number: 250-442-000-804.000
Current Fiscal Year Adopted: \$45,000
New Fiscal Year Recommended: \$45,000
Description: To cover the cost of renting films for showing at the Theatre. Film companies receive a percentage of the revenue received through the sale of movie tickets.

Line Item: Concession Expense
Line Item Number: 250-442-000-805.000
Current Fiscal Year Adopted: \$42,000
New Fiscal Year Recommended: \$42,000
Description: To cover the expense of supplies for the concessions (candy, popcorn, pop, etc).

Line Item: Telephone
Line Item Number: 250-442-000-851.000
Current Fiscal Year Adopted: \$1,100
New Fiscal Year Recommended: \$1,100
Description: To cover the cost of telephone services at the Theatre.

Line Item: Subscriptions
Line Item Number: 250-442-000-862.000
Current Fiscal Year Adopted: \$500
New Fiscal Year Recommended: \$500
Description: To cover the cost of subscriptions to trade magazines and movie scheduling periodicals.

Line Item: Public Utilities
Line Item Number: 250-442-000-920.000
Current Fiscal Year Adopted: \$35,000
New Fiscal Year Recommended: \$35,000
Description: To cover the cost of public utilities at the Theatre including water, sewer, natural gas and electricity.

Line Item: Building Repair and Maintenance
Line Item Number: 250-442-000-931.000
Current Fiscal Year Adopted: \$25,000
New Fiscal Year Recommended: \$20,000
Description: To cover the expenses associated with routine repair and maintenance to the Theatre. This includes paint, carpet cleaning, light bulbs, etc.

Line Item: Sales Tax
Line Item Number: 250-442-000-956.001
Current Fiscal Year Adopted: \$6,000
New Fiscal Year Recommended: \$6,000
Description: To cover the costs of sales tax paid to the State of Michigan for concessions sold at the Theatre.

Line Item: Advertising - Promotion
Line Item Number: 250-442-000-962.200
Current Fiscal Year Adopted: \$5,000
New Fiscal Year Recommended: \$4,500
Description: To cover the cost of advertising and promoting the Theatre.

Line Item: Capital Outlay - Equipment
Line Item Number: 250-442.000-980.000
Current Fiscal Year Adopted: \$55,000
New Fiscal Year Recommended: \$185,000
Description: Funds to cover the cost of the following capital purchases: Capital purchases are schedule to be a new roof and new lighting.

City of Ionia

Fiscal Year 2025-2026 Budget

Miscellaneous Funds

				24-25	25-26
		22-23	23-24	Amended	Recommended
GL Number	Description	Activity	Activity	Budget	Budget
Fund: 151 CEMETERY TRUST FUND					
Estimated Revenues					
151-000.000-665.000	INTEREST	208	304	-	-
Estimated Revenues		208	304	-	-
Appropriations					
Department: CONTRIBUTION					
151-965.000-999.101	CONTRIBUTION TO GENERAL FUND	-	-	-	-
Total Department CONTRIBUTION:		-	-	-	-
Appropriations		-	-	-	-
Fund 151 - CEMETERY TRUST FUND:					
TOTAL ESTIMATED REVENUES		208	304	-	-
TOTAL APPROPRIATIONS		-	-	-	-
NET OF REVENUES & APPROPRIATIONS:		208	304	-	-
BEG. FUND BALANCE		5,208	5,417	5,720	5,720
END FUND BALANCE		5,417	5,720	5,720	5,720

				24-25	25-26
		22-23	23-24	Amended	Recommended
GL Number	Description	Activity	Activity	Budget	Budget
Fund: 205 PUBLIC SAFETY VEHICLE FUND					
Estimated Revenues					
205-000.000-665.000	INTEREST	9,965	5,281	1,000	4,000
205-000.000-688.000	OTHER REVENUE	200,000	-	-	-
205-000.000-699.101	CONTRIBUTIONS FROM GENERAL FUN	115,000	150,000	155,000	165,000
Estimated Revenues		324,965	155,281	156,000	169,000
Appropriations					
Department: ADMINISTRATIVE					
205-558.000-981.100	CAPITAL OUTLAY - FIRE VEHICLES	313,000	318,129	-	-
Total Department ADMINISTRATIVE:		313,000	318,129	-	-
Appropriations		313,000	318,129	-	-
Fund 205 - PUBLIC SAFETY VEHICLE FUND:					
TOTAL ESTIMATED REVENUES		324,965	155,281	156,000	169,000
TOTAL APPROPRIATIONS		313,000	318,129	-	-
NET OF REVENUES & APPROPRIATIONS:		11,965	(162,848)	156,000	169,000
BEG. FUND BALANCE		295,494	307,459	144,611	144,611
END FUND BALANCE		307,459	144,611	300,611	313,611

CITY OF IONIA
Fiscal Year 2025-2026
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PUBLIC SAFETY VEHICLE REPLACEMENT FUND

Revenues

Line Item: Interest

Line Item Number: 205-000-000-665.000

Current Fiscal Year Adopted: \$1,000

New Fiscal Year Recommended: \$4,000

Description: Revenues received in the form of interest income on reserves held by the fund.

Line Item: Other Revenue

Line Item Number: 205-000-000-688.000

Current Fiscal Year Adopted: \$0

New Fiscal Year Recommended: \$0

Description: Revenues received in the form of contributions from Easton and Ionia Township (towards the cost of the new pumper truck).

Line Item: Contributions from the General Fund

Line Item Number: 205-000-000-699.001

Current Fiscal Year Adopted: \$155,000

New Fiscal Year Recommended: \$165,000

Description: Revenues received from the General Fund as generated by the 1.15 mill property tax levy.

Expenditures

Line Item: Capital Outlay – Fire Apparatus
Line Item Number: 205-558-000-981.100
Current Fiscal Year Adopted: \$0
New Fiscal Year Recommended: \$0
Description: No expenditure in the next fiscal year.

				24-25	25-26
		22-23	23-24	Amended	Recommended
GL Number	Description	Activity	Activity	Budget	Budget
Fund: 239 PARKS - FACILITIES IMPROVEMENTS					
Estimated Revenues					
239-000.000-409.000	CURRENT PROPERTY TAXES	123,399	127,373	136,000	288,000
239-000.000-569.000	STATE GRANT	-	256,944	580,000	400,000
239-000.000-573.000	LOCAL COMMUNITY STABILIZATION SHARE APPR	43,783	40,645	35,000	38,000
239-000.000-665.000	INTEREST	21,917	37,855	20,000	15,000
239-000.000-688.000	OTHER REVENUE	-	-	-	-
239-000.000-699.101	CONTRIBUTIONS FROM GENERAL FUN	275,000	300,000	300,000	100,000
Estimated Revenues		464,099	762,817	1,071,000	841,000
Appropriations					
Department: ARMORY IMPROVEMENTS					
239-545.200-801.000	CONTRACTUAL & PROFESSIONAL SEV	-	-	-	46,000
Total Department ARMORY IMPROVEMENTS:		-	-	-	46,000
Department: TRAILHEAD PARK					
239-545.300-801.000	CONTRACTUAL & PROFESSIONAL SEV	-	-	-	-
Total Department TRAILHEAD PARK:		-	-	-	-
Department: RIVERTRAIL/RAILTRAIL LINKAGE					
239-545.500-801.000	CONTRACTUAL & PROFESSIONAL SEV	-	555,011	-	-
239-545.500-805.400	ARCHITECTURAL-ENGINEERING	61,701	7,717	-	-
Total Department RIVERTRAIL/RAILTRAIL LINKAGE:		61,701	562,727	-	-
Department: Hale Park					
239-545.730-801.000	CONTRACTUAL & PROFESSIONAL SEV	-	-	900,000	-
239-545.730-805.400	ARCHITECTURAL-ENGINEERING	2,573	55,409	12,000	-
Total Department Hale Park:		2,573	55,409	912,000	-
Department: Balice Park					
239-545.740-801.000	CONTRACTUAL & PROFESSIONAL SEV	-	-	-	-
Total Department Balice Park:		-	-	-	-
Department: STEELE ST. PARK					
239-545.800-801.000	CONTRACTUAL & PROFESSIONAL SEV	-	-	-	950,000
239-545.800-805.400	ARCHITECTURAL-ENGINEERING	14,601	-	-	40,000
Total Department STEELE ST. PARK:		14,601	-	-	990,000
Department: Dog Park					
239-545.810-801.000	CONTRACTUAL & PROFESSIONAL SEV	3,191	293,582	325,000	-

				24-25	25-26
		22-23	23-24	Amended	Recommended
GL Number	Description	Activity	Activity	Budget	Budget
239-545.810-805.400	ARCHITECTURAL-ENGINEERING	75,212	20,535	5,000	-
Total Department Dog Park:		78,403	314,117	330,000	-
Appropriations		157,277	932,253	1,242,000	1,036,000
Fund 239 - PARKS - FACILITIES IMPROVEMENTS:					
TOTAL ESTIMATED REVENUES		464,099	762,817	1,071,000	841,000
TOTAL APPROPRIATIONS		157,277	932,253	1,242,000	1,036,000
NET OF REVENUES & APPROPRIATIONS:		306,822	(169,436)	(171,000)	(195,000)
BEG. FUND BALANCE		693,332	1,000,154	830,719	830,719
END FUND BALANCE		1,000,154	830,719	659,719	635,719

CITY OF IONIA
Fiscal Year 2025-2026
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PARKS – FACILITIES IMPROVEMENTS FUND
Revenues

Line Item: Current Property Taxes
Line Item Number: 239-000-000-409.000
Current Fiscal Year Adopted: \$136,000
New Fiscal Year Recommended: \$288,000
Description: Revenues received from the 2.00 mill property tax levy to finance improvements to the City's parks system.

Line Item: State Grant
Line Item Number: 239-000-000-569.000
Current Fiscal Year Adopted: \$580,000
New Fiscal Year Recommended: \$400,000
Description: Revenues received in the form of grant payments for the Hale Park and the Dog Park.

Line Item: Local Community Stabilization Grant
Line Item Number: 239-000.000-573.000
Current Fiscal Year Adopted: \$35,000
New Fiscal Year Recommended: \$38,000
Description: Revenues received from the State of Michigan in lieu of local personal property tax payments.

Line Item: Interest
Line Item Number: 239-000-000-665.000
Current Fiscal Year Adopted: \$20,000
New Fiscal Year Recommended: \$15,000
Description: Revenues received from interest on reserves held by this fund.

Line Item: Contribution from General Fund
Line Item Number: 239-000-000-699.101
Current Fiscal Year Adopted: \$300,000
New Fiscal Year Recommended: \$100,000
Description: Revenues received in the form of a contribution from the General Fund.

Expenditures

Armory Improvements

Line Item: Contractual and Professional Services

Line Item Number: 239-545-200-801.00

Current Fiscal Year Adopted: \$0

New Fiscal Year Recommended: \$46,000

Description: Funds to cover the cost of armory improvements. FY consists of a partial roof and carpeting.

Hale Park Development

Line Item: Contractual and Professional Services

Line Item Number: 239-545-730-801.000

Current Fiscal Year Adopted: \$900,000

New Fiscal Year Recommended: \$0

Description: Funds to cover the cost of updating Hale Park.

Line Item: Architectural-Engineering

Line Item Number: 239-545-730-805.400

Current Fiscal Year Adopted: \$12,000

New Fiscal Year Recommended: \$0

Description: Funds to cover the cost of architectural fees associated with Hale park project.

Steele Street Park Development

Line Item: Contractual and Professional Services

Line Item Number: 239-545-800-801.000

Current Fiscal Year Adopted: \$0

New Fiscal Year Recommended: \$950,000

Description: Funds to cover the cost of creating Steele St. park.

Line Item: Architectural-Engineering

Line Item Number: 239-545-800-805.400

Current Fiscal Year Adopted: \$0

New Fiscal Year Recommended: \$40,000

Description: Funds to cover the cost of architectural fees associated with Steele St. park project

Dog Park Development

Line Item: Contractual and Professional Services

Line Item Number: 239-545-810-800.000

Current Fiscal Year Adopted: \$325,000

New Fiscal Year Recommended: \$0

Description: Funds to cover the cost of creating a new dog park.

Line Item: Architectural-Engineering

Line Item Number: 239-545-810-805.400

Current Fiscal Year Adopted: \$5,000

New Fiscal Year Recommended: \$0

Description: Funds to cover the cost of architectural fees associated with dog park project.

				24-25	25-26
		22-23	23-24	Amended	Recommended
GL Number	Description	Activity	Activity	Budget	Budget
Fund: 245 INDUSTRIAL PARK LDFA					
Estimated Revenues					
245-000.000-665.000	INTEREST	648	27	-	-
Estimated Revenues		648	27	-	-
Appropriations					
Department: ADMINISTRATIVE					
245-558.000-801.000	CONTRACTUAL & PROFESSIONAL SEV	-	-	-	-
Total Department ADMINISTRATIVE:		-	-	-	-
Appropriations		-	-	-	-
Fund 245 - INDUSTRIAL PARK LDFA:					
TOTAL ESTIMATED REVENUES		648	27	-	-
TOTAL APPROPRIATIONS		-	-	-	-
NET OF REVENUES & APPROPRIATIONS:		648	27	-	-
BEG. FUND BALANCE		-	648	675	675
END FUND BALANCE		648	675	675	675

				24-25	25-26
		22-23	23-24	Amended	Recommended
GL Number	Description	Activity	Activity	Budget	Budget
Fund: 247 BROWNFIELD DEVELOPMENT					
Estimated Revenues					
247-000.000-665.000	INTEREST	35,280	2,520	1,500	1,500
Estimated Revenues		35,280	2,520	1,500	1,500
Appropriations					
Department: ADMINISTRATIVE					
247-558.000-801.000	CONTRACTUAL & PROFESSIONAL SEV	-	3,480	20,000	10,000
Total Department ADMINISTRATIVE:		-	3,480	20,000	10,000
Appropriations		-	3,480	20,000	10,000
Fund 247 - BROWNFIELD DEVELOPMENT:					
TOTAL ESTIMATED REVENUES		35,280	2,520	1,500	1,500
TOTAL APPROPRIATIONS		-	3,480	20,000	10,000
NET OF REVENUES & APPROPRIATIONS:		35,280	(960)	(18,500)	(8,500)
BEG. FUND BALANCE		27,614	62,895	61,934	61,934
END FUND BALANCE		62,895	61,934	43,434	53,434

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BROWNFIELD REDEVELOPMENT FUND

Revenues

Line Item: Interest Income
Line Item Number: 247-000-000-665.000
Current Fiscal Year Adopted: \$1,500
New Fiscal Year Recommended: \$1,500
Description: Revenues received in the form of interest income on the balances held in the Brownfield Redevelopment Fund.

Expenditures

Line Item: Contractual and Professional Services
Line Item Number: 247-558-000-801.000
Current Fiscal Year Adopted: \$20,000
New Fiscal Year Recommended: \$10,000
Description: Funds to cover possible new plan.

				24-25	25-26
		22-23	23-24	Amended	Recommended
GL Number	Description	Activity	Activity	Budget	Budget
Fund: 265 DRUG FORFEITURE					
Estimated Revenues					
265-000.000-665.000	INTEREST	177	304	150	150
265-000.000-688.000	OTHER REVENUE	-	-	1,000	1,000
Estimated Revenues		177	304	1,150	1,150
Appropriations					
Department: ADMINISTRATIVE					
265-558.000-989.000	CAPITAL OUTLAY-EQUIPMENT	357	-	2,150	2,500
Total Department ADMINISTRATIVE:		357	-	2,150	2,500
Appropriations		357	-	2,150	2,500
Fund 265 - DRUG FORFEITURE:					
TOTAL ESTIMATED REVENUES		177	304	1,150	1,150
TOTAL APPROPRIATIONS		357	-	2,150	2,500
NET OF REVENUES & APPROPRIATIONS:		(180)	304	(1,000)	(1,350)
BEG. FUND BALANCE		7,599	7,419	7,723	7,723
END FUND BALANCE		7,419	7,723	6,723	6,373

CITY OF IONIA
Fiscal Year 2025-2026
Budget Document
DRUG FORFEITURE FUND
Revenues

Line Item: Other Revenue

Line Item Number: 265.000.000.688.000

Current Fiscal Year Adopted: \$1,000

New Fiscal Year Recommended: \$1,000

Description: Funds received in the form of forfeiture of either cash or through the sale of seized property.

Expenditures

Line Item: Capital Outlay - Equipment

Line Item Number: 265.558.000.989.000

Current Fiscal Year Adopted: \$2,150

New Fiscal Year Recommended: \$2,500

Description: Funds to cover the cost of eligible equipment for the Public Safety Department utilizing drug forfeiture funds.

				24-25	25-26
		22-23	23-24	Amended	Recommended
GL Number	Description	Activity	Activity	Budget	Budget
Fund: 266 PUBLIC SAFETY DONATIONS					
Estimated Revenues					
266-000.000-665.000	INTEREST	430	660	500	400
266-000.000-688.000	OTHER REVENUE	34,283	556	2,000	4,500
Estimated Revenues		34,713	1,216	2,500	4,900
Appropriations					
Department: ADMINISTRATIVE					
266-558.000-989.000	CAPITAL OUTLAY-EQUIPMENT	25,178	-	5,000	5,000
Total Department ADMINISTRATIVE:		25,178	-	5,000	5,000
Appropriations		25,178	-	5,000	5,000
Fund 266 - PUBLIC SAFETY DONATIONS:					
TOTAL ESTIMATED REVENUES		34,713	1,216	2,500	4,900
TOTAL APPROPRIATIONS		25,178	-	5,000	5,000
NET OF REVENUES & APPROPRIATIONS:		9,535	1,216	(2,500)	(100)
BEG. FUND BALANCE		6,058	15,593	16,809	16,809
END FUND BALANCE		15,593	16,809	14,309	16,709

CITY OF IONIA
Fiscal Year 2025-2026
Budget Document
PUBLIC SAFETY DONATIONS FUND
Revenues

Line Item: Other Revenue
Line Item Number: 266.000.000.668.000
Current Fiscal Year Adopted: \$2,000
New Fiscal Year Recommended: \$4,500
Description: Funds received in the form of special donations to the Public Safety Department.

Expenditures

Line Item: Capital Outlay - Equipment
Line Item Number: 266.558.000.989.000
Current Fiscal Year Adopted: \$5,000
New Fiscal Year Recommended: \$5,000
Description: Funds to cover the cost of various pieces of equipment for the Public Safety Department.

				24-25	25-26
		22-23	23-24	Amended	Recommended
GL Number	Description	Activity	Activity	Budget	Budget
Fund: 284 OPIOID SETTLEMENT FUND					
Estimated Revenues					
284-000.000-665.000	INTEREST	269	756	400	50
284-000.000-685.000	Opioid Settlement Revenue	15,512	21,387	3,500	5,000
Estimated Revenues		15,782	22,143	3,900	5,050
Appropriations					
Department: ADMINISTRATIVE					
284-558.000-740.000	OPERATING SUPPLIES	-	5,555	10,000	1,000
Total Department ADMINISTRATIVE:		-	5,555	10,000	1,000
Appropriations		-	5,555	10,000	1,000
Fund 284 - OPIOID SETTLEMENT FUND:					
TOTAL ESTIMATED REVENUES		15,782	22,143	3,900	5,050
TOTAL APPROPRIATIONS		-	5,555	10,000	1,000
NET OF REVENUES & APPROPRIATIONS:		15,782	16,588	(6,100)	4,050
BEG. FUND BALANCE		-	15,782	32,370	32,370
END FUND BALANCE		15,782	32,370	26,270	36,420

CITY OF IONIA
Fiscal Year 2025-2026
Budget Document
OPIOID SETTLEMENT FUND
Revenues

Line Item: Opioid Settlement Revenue
Line Item Number: 284-000.000-685.00
Current Fiscal Year Adopted: \$3,500
New Fiscal Year Recommended: \$5,000
Description: Funds received in the opioid settlement.

Expenditures

Line Item: Operating Supplies
Line Item Number: 284-558.000-740.00
Current Fiscal Year Adopted: \$10,000
New Fiscal Year Recommended: \$1,000
Description: Funds to cover the cost of various supplies consistent with the settlement parameters.

				24-25	25-26
		22-23	23-24	Amended	Recommended
GL Number	Description	Activity	Activity	Budget	Budget
Fund: 406 SIDEWALK PROGRAM					
Estimated Revenues					
406-000.000-665.000	INTEREST	3	7	-	-
Estimated Revenues		3	7	-	-
Appropriations					
Department: SIDEWALK PROGRAM					
406-292.000-801.000	CONTRACTUAL & PROFESSIONAL SEV	-	-	-	-
Total Department SIDEWALK PROGRAM:		-	-	-	-
Appropriations		-	-	-	-
Fund 406 - SIDEWALK PROGRAM:					
TOTAL ESTIMATED REVENUES		3	7	-	-
TOTAL APPROPRIATIONS		-	-	-	-
NET OF REVENUES & APPROPRIATIONS:		3	7	-	-
BEG. FUND BALANCE		159	162	169	169
END FUND BALANCE		162	169	169	169

CITY OF IONIA
Fiscal Year 2025-2026
Budget Document
SIDEWALK PROGRAM
Revenues

Line Item: Interest
Line Item Number: 406-000-000-689.000
Current Fiscal Year Adopted: \$0
New Fiscal Year Recommended: \$0
Description: Revenues received in the form of interest income.

Line Item: Sidewalk Revenue
Line Item Number: 406-000-000-689.000
Current Fiscal Year Adopted: \$0
New Fiscal Year Recommended: \$0
Description: Revenues received in the form of payments from the owners of properties that have sidewalk replace. The City's practice has been to require property owners to pay 75% of the cost of replacement or construction with the City paying 25% of the cost of replacement or construction.

Expenditures

Line Item: Contractual and Professional Services
Line Item Number: 406-292-801.000
Current Fiscal Year Adopted: \$0
New Fiscal Year Recommended: \$0
Description: Funds used to cover a portion of the cost of replacing the sidewalks along Steele Street as part of the reconstruction project.

				24-25	25-26
		22-23	23-24	Amended	Recommended
GL Number	Description	Activity	Activity	Budget	Budget
Fund: 412 ENVIRONMENTAL RESPONSE					
Estimated Revenues					
412-000.000-409.000	CURRENT PROPERTY TAXES	13,352	12,829	13,500	14,250
412-000.000-573.000	LOCAL COMMUNITY STABILIZATION SHARE APPR	4,413	4,097	1,500	3,750
412-000.000-665.000	INTEREST	2,635	4,814	3,000	3,000
412-000.000-688.000	OTHER REVENUE	-	-	-	-
Estimated Revenues		20,400	21,740	18,000	21,000
Appropriations					
Department: ADMINISTRATION					
412-536.000-801.000	CONTRACTUAL & PROFESSIONAL SEV	14,918	19,562	40,000	25,000
Total Department ADMINISTRATION:		14,918	19,562	40,000	25,000
Appropriations		14,918	19,562	40,000	25,000
Fund 412 - ENVIRONMENTAL RESPONSE:					
TOTAL ESTIMATED REVENUES		20,400	21,740	18,000	21,000
TOTAL APPROPRIATIONS		14,918	19,562	40,000	25,000
NET OF REVENUES & APPROPRIATIONS:		5,482	2,178	(22,000)	(4,000)
BEG. FUND BALANCE		106,936	112,418	114,596	114,596
END FUND BALANCE		112,418	114,596	92,596	110,596

CITY OF IONIA
Fiscal Year 2025-2026
Budget Document
ENVIRONMENTAL RESPONSE FUND
Revenues

Line Item: Property Tax Revenue

Line Item Number: 412-000-000-409.000

Current Fiscal Year Adopted: \$13,500

New Fiscal Year Recommended: \$14,250

Description: Revenues from the .1008 mill property tax for addressing environmental matters including the former Cleveland Street landfill.

Line Item: Local Community Stabilization Fund

Line Item Number: 412-000-000-573.000

Current Fiscal Year Adopted: \$1,500

New Fiscal Year Recommended: \$3,750

Description: Revenues received from the State of Michigan for lost revenue due to the phase-out of the personal property tax.

Line Item: Interest

Line Item Number: 412-000-000-665.000

Current Fiscal Year Adopted: \$3,000

New Fiscal Year Recommended: \$3,000

Description: Revenues received in the form of interest income.

Expenditures

Line Item: Contractual and Professional Services

Line Item Number: 412-536-000-801.000

Current Fiscal Year Adopted: \$40,000

New Fiscal Year Recommended: \$25,000

Description: Funds to cover engineering expenses for the testing/remediation work at the landfill as well as other sites around the City.

				24-25	25-26
		22-23	23-24	Amended	Recommended
GL Number	Description	Activity	Activity	Budget	Budget
Fund: 420 CAPITAL IMPROVEMENT PROJECTS					
Estimated Revenues					
420-000.000-699.590	CONTRIBUTION FROM SEWER FUND	1,041,493	790,942	247,500	-
420-000.000-699.591	CONTRIBUTION FROM WATER FUND	1,041,493	790,942	247,500	-
Estimated Revenues		2,082,986	1,581,884	495,000	-
Appropriations					
Department: 2020 STEELE STREET IMPROVEMENTS					
420-543.530-801.000	CONTRACTUAL & PROFESSIONAL SEV	-	-	-	-
420-543.530-805.400	ARCHITECTURAL-ENGINEERING	-	-	-	-
Total Department 2020 STEELE STREET IMPROVEMENTS:		-	-	-	-
Department: 2021 MORSE STREET IMPROVEMENTS					
420-543.540-801.000	CONTRACTUAL & PROFESSIONAL SEV	794,644	-	-	-
420-543.540-805.400	ARCHITECTURAL-ENGINEERING	80,322	-	-	-
Total Department 2021 MORSE STREET IMPROVEMENTS:		874,966	-	-	-
Department: 2020 BRANCH STREET IMPROVEMENTS					
420-543.550-801.000	CONTRACTUAL & PROFESSIONAL SEV	1,017,740	-	-	-
420-543.550-805.400	ARCHITECTURAL-ENGINEERING	147,896	-	-	-
Total Department 2020 BRANCH STREET IMPROVEMENTS:		1,165,636	-	-	-
Department: HALL STREET IMPROVEMENTS					
420-543.556-801.000	CONTRACTUAL & PROFESSIONAL SEV	-	779,846	-	-
420-543.556-805.400	ARCHITECTURAL-ENGINEERING	42,384	123,525	-	-
Total Department HALL STREET IMPROVEMENTS:		42,384	903,371	-	-
Department: KING STREET IMPROVEMENTS					
420-543.560-801.000	CONTRACTUAL & PROFESSIONAL SEV	-	546,102	450,000	-
420-543.560-805.400	ARCHITECTURAL-ENGINEERING	-	132,412	45,000	-
Total Department KING STREET IMPROVEMENTS:		-	678,513	495,000	-
Appropriations		2,082,986	1,581,884	495,000	-
Fund 420 - CAPITAL IMPROVEMENT PROJECTS:					
TOTAL ESTIMATED REVENUES		2,082,986	1,581,884	495,000	-
TOTAL APPROPRIATIONS		2,082,986	1,581,884	495,000	-
NET OF REVENUES & APPROPRIATIONS:		-	-	-	-
BEG. FUND BALANCE		1,000	1,000	1,000	1,000

				24-25	25-26
		22-23	23-24	Amended	Recommended
GL Number	Description	Activity	Activity	Budget	Budget
END FUND BALANCE		1,000	1,000	1,000	1,000

CITY OF IONIA
Fiscal Year 2025-2026
Budget Document

CAPITAL PROJECTS FUND
Revenues

Line Item: Contributions from Sewer Fund

Line Item Number: 420-000-699-590

Current Fiscal Year Adopted: \$247,500

New Fiscal Year Recommended: \$0

Description: Revenues received in the form of a contribution from the Sewer Fund to offset the cost of sewer system related improvements completed as part of this fiscal year's utilities improvements.

Line Item: Contributions from Water Fund

Line Item Number: 420-000-699-591

Current Fiscal Year Adopted: \$247,500

New Fiscal Year Recommended: \$0

Description: Revenues received in the form of a contribution from the Water Fund to offset the cost of water system related improvements completed as part of this fiscal year's utilities improvements.

CITY OF IONIA
Fiscal Year 2025-2026
Budget Document
CAPITAL PROJECTS FUND
Expenditures

King Street Improvements

Line Item: Contractual and Professional Services

Line Item Number: 420-543-560-801-000

Current Fiscal Year Adopted: \$450,000

New Fiscal Year Recommended: \$0

Description: Funds to cover a portion the cost of reconstructing and replacing the utilities on King Street during 2024.

Line Item: Architectural - Engineering

Line Item Number: 420-543-560-805-400

Current Fiscal Year Adopted: \$45,000

New Fiscal Year Recommended: \$0

Description: Funds to cover a portion the cost of reconstructing and replacing the utilities on King Street during 2024.

City of Ionia

Fiscal Year 2025-2026 Budget

Debt Schedule

CITY OF IONIA
Fiscal Year 2025-2026 Budget

Summary of Payments

Purpose	Principal Payment	Interest Payment	Total	Final Pay Off Date
2013 Water/Sewer Improve/Refund Bond	\$565,000.00	\$120,951.26	\$685,951.26	August 1, 2037
2015 Water/Sewer Improvement Bond	\$125,000.00	\$196,750.00	\$321,750.00	August 1, 2039
2017 Water/Sewer Improvement Bond	\$270,000.00	\$192,756.26	\$462,756.26	August 1, 2041
2021 Water/Sewer Improve/Refund Bond	\$440,000.00	\$160,700.00	\$600,700.00	August 1, 2035
TOTAL	\$1,400,000.00	\$671,157.52	\$2,071,157.52	

CITY OF IONIA
Fiscal Year 2025-2026 Budget
Debt Amortization Schedule

2013 Limited Tax General Obligation Bonds

Purpose: To refund the 2004 and 2005 utility improvement bonds and the issuance of new bonds to finance improvements to the City's water and sanitary sewer systems (\$3,000,000).

Amount of Issue: \$8,660,000

Payment From: Sewer Fund – 46.00%
Water Fund – 54.00%

Issue Date: February 2013

Payoff Date: August 1, 2037

Funding Source: Utility revenues (water and sanitary sewer services) received by the Sanitary Sewer Fund and Water Fund.

Fiscal Year	Due Date	Interest Rate	Bonds Maturing	Interest Due	Total Amount Due
FY25-26	August 1, 2025	3.00%	\$565,000.00	\$64,713.13	\$629,713.13
FY25-26	February 1, 2026	3.00%	\$0	\$56,238.13	\$56,238.13
FY26-27	August 1, 2026	3.00%	\$585,000.00	\$56,238.13	\$641,238.13
FY26-27	February 1, 2027	3.00%	\$0	\$47,463.13	\$47,463.13
FY27-28	August 1, 2027	3.00%	\$575,000.00	\$47,463.13	\$622,463.13
FY27-28	February 1, 2028	3.00%	\$0	\$38,838.13	\$38,838.13
FY28-29	August 1, 2028	3.00%	\$595,000.00	\$38,838.13	\$633,838.13
FY28-29	February 1, 2029	3.00%	\$0	\$29,913.13	\$29,913.13
FY29-30	August 1, 2029	3.00%	\$590,000.00	\$29,913.13	\$619,913.13
FY29-30	February 1, 2030	3.00%	\$0	\$21,063.13	\$21,063.13
FY30-31	August 1, 2030	4.00%	\$130,000.00	\$21,063.13	\$151,063.13
FY30-31	February 1, 2031	4.00%	\$0	\$18,463.13	\$18,463.13
FY31-32	August 1, 2031	4.00%	\$135,000.00	\$18,463.13	\$153,463.13
FY31-32	February 1, 2032	4.00%	\$0	\$15,763.13	\$15,763.13
FY32-33	August 1, 2032	4.00%	\$145,000.00	\$15,763.13	\$160,763.13
FY32-33	February 1, 2033	4.00%	\$0	\$12,863.13	\$12,863.13

Fiscal Year	Due Date	Interest Rate	Bonds Maturing	Interest Due	Total Amount Due
FY33-34	August 1, 2033	3.00%	\$150,000.00	\$12,863.13	\$162,863.13
FY33-34	February 1, 2034	3.00%	\$0	\$10,613.13	\$10,613.13
FY34-35	August 1, 2034	3.125%	\$155,000.00	\$10,613.13	\$165,613.13
FY34-35	February 1, 2035	3.125%	\$0	\$8,191.25	\$8,191.25
FY35-36	August 1, 2035	3.25%	\$160,000.00	\$8,191.25	\$168,191.25
FY35-36	February 1, 2036	3.25%	\$0	\$5,591.25	\$5,591.25
FY36-37	August 1, 2036	3.30%	\$165,000.00	\$5,591.25	\$170,591.25
FY36-37	February 1, 2037	3.30%	\$0	\$2,868.75	\$2,868.75
FY37-38	August 1, 2037	3.375%	\$170,000.00	\$2,868.75	\$172,868.75
		TOTAL	\$4,120,000.00	\$600,451.97	\$4,720,451.97

CITY OF IONIA
Fiscal Year 2025-2026 Budget
Debt Amortization Schedule

2015 Limited Tax General Obligation Bonds

Purpose: To finance improvements to the City's water and sanitary sewer systems.
Amount of Issue: \$6,225,000
Payment From: Water and Sewer Funds
Issue Date: June 2015
Payoff Date: August 1, 2039
Funding Source: Utility revenues (water and sanitary sewer services) received by the Sanitary Sewer Fund and Water Fund.

Fiscal Year	Due Date	Interest Rate	Bonds Maturing	Interest Due	Total Amount Due
FY25-26	August 1, 2025	3.00%	\$125,000.00	\$99,312.50	\$224,312.50
FY25-26	February 1, 2026	3.00%	\$0.00	\$97,437.50	\$94,437.50
FY26-27	August 1, 2026	3.00%	\$125,000.00	\$97,437.50	\$222,312.50
FY26-27	February 1, 2027	3.00%	\$0.00	\$95,562.50	\$95,562.50
FY27-28	August 1, 2027	3.00%	\$125,000.00	\$95,562.50	\$220,562.50
FY27-28	February 1, 2028	3.00%	\$0.00	\$93,687.50	\$93,687.50
FY28-29	August 1, 2028	3.00%	\$125,000.00	\$93,687.50	\$218,687.50
FY28-29	February 1, 2029	3.00%	\$0.00	\$91,812.50	\$91,812.50
FY29-30	August 1, 2029	3.25%	\$150,000.00	\$91,812.50	\$241,812.50
FY29-30	February 1, 2030	3.25%	\$0.00	\$89,375.00	\$89,375.00
FY30-31	August 1, 2030	4.00%	\$400,000.00	\$89,375.00	\$489,375.00
FY30-31	February 1, 2031	4.00%	\$0.00	\$81,375.00	\$81,375.00
FY31-32	August 1, 2031	4.00%	\$400,000.00	\$81,375.00	\$481,375.00
FY31-32	February 1, 2032	4.00%	\$0.00	\$73,375.00	\$73,375.00
FY32-33	August 1, 2032	4.00%	\$400,000.00	\$73,375.00	\$473,375.00
FY32-33	February 1, 2033	4.00%	\$0.00	\$65,375.00	\$65,375.00
FY33-34	August 1, 2033	4.00%	\$400,000.00	\$65,375.00	\$465,375.00
FY33-34	February 1, 2034	4.00%	\$0.00	\$57,375.00	\$57,375.00

Fiscal Year	Due Date	Interest Rate	Bonds Maturing	Interest Due	Total Amount Due
FY34-35	August 1, 2034	4.00%	\$400,000.00	\$57,375.00	\$457,375.00
FY34-35	February 1, 2035	4.00%	\$0.00	\$49,375.00	\$49,375.00
FY35-36	August 1, 2035	4.00%	\$500,000.00	\$49,375.00	\$549,375.00
FY35-36	February 1, 2036	4.00%	\$0.00	\$39,375.00	\$39,375.00
FY36-37	August 1, 2036	3.75%	\$500,000.00	\$39,375.00	\$539,375.00
FY36-37	February 1, 2037	3.75%	\$0.00	\$30,000.00	\$30,000.00
FY37-38	August 1, 2037	4.00%	\$500,000.00	\$30,000.00	\$530,000.00
FY37-38	February 1, 2038	4.00%	\$0.00	\$20,000.00	\$20,000.00
FY38-39	August 1, 2038	4.00%	\$500,000.00	\$20,000.00	\$520,000.00
FY38-39	February 1, 2039	4.00%	\$0.00	\$10,000.00	\$10,000.00
FY39-40	August 1, 2039	4.00%	\$500,000.00	\$10,000.00	\$510,000.00
TOTAL			\$5,150,000.00	\$1,884,401.50	\$7,034,401.50

CITY OF IONIA
Fiscal Year 2025-2026 Budget
Debt Amortization Schedule

2017 Limited Tax General Obligation Bonds

Purpose: To finance improvements to the City's water and sanitary sewer systems.
Amount of Issue: \$8,000,000
Payment From: Water and Sewer Funds
Issue Date: June 2017
Payoff Date: August 1, 2041
Funding Source: Utility revenues (water and sanitary sewer services) received by the Sanitary Sewer Fund and Water Fund.

Fiscal Year	Due Date	Interest Rate	Bonds Maturing	Interest Due	Total Amount Due
FY25-26	August 1, 2025	3.00%	\$270,000.00	\$98,403.13	\$368,403.13
FY25-26	February 1, 2026	3.00%	\$0.00	\$94,353.13	\$94,353.13
FY26-27	August 1, 2026	3.00%	\$280,000.00	\$94,353.13	\$374,353.13
FY26-27	February 1, 2027	3.00%	\$0.00	\$90,153.13	\$90,153.13
FY27-28	August 1, 2027	3.00%	\$290,000.00	\$90,153.13	\$380,153.13
FY27-28	February 1, 2028	3.00%	\$0.00	\$85,803.13	\$85,803.13
FY28-29	August 1, 2028	3.00%	\$305,000.00	\$85,803.13	\$85,803.13
FY28-29	February 1, 2029	3.00%	\$0.00	\$81,228.13	\$81,228.13
FY29-30	August 1, 2029	3.00%	\$315,000.00	\$81,228.13	\$396,228.13
FY29-30	February 1, 2030	3.00%	\$0.00	\$76,503.13	\$76,503.13
FY30-31	August 1, 2030	3.00%	\$325,000.00	\$76,503.13	\$401,503.13
FY30-31	February 1, 2031	3.00%	\$0.00	\$71,628.13	\$71,628.13
FY31-32	August 1, 2031	3.00%	\$340,000.00	\$71,628.13	\$411,628.13
FY31-32	February 1, 2032	3.00%	\$0.00	\$66,528.13	\$66,528.13
FY32-33	August 1, 2032	3.00%	\$355,000.00	\$66,528.13	\$421,528.13
FY32-33	February 1, 2033	3.00%	\$0.00	\$61,203.13	\$61,203.13
FY33-34	August 1, 2033	3.00%	\$370,000.00	\$61,203.13	\$431,203.13
FY33-34	February 1, 2034	3.00%	\$0.00	\$55,653.13	\$55,653.13

Fiscal Year	Due Date	Interest Rate	Bonds Maturing	Interest Due	Total Amount Due
FY34-35	August 1, 2034	3.00%	\$385,000.00	\$55,653.13	\$440,653.13
FY34-35	February 1, 2035	3.00%	\$0.00	\$49,878.13	\$49,878.13
FY35-36	August 1, 2035	3.00%	\$400,000.00	\$49,878.13	\$449,878.13
FY35-36	February 1, 2036	3.00%	\$0.00	\$43,878.13	\$43,878.13
FY36-37	August 1, 2036	3.125%	\$415,000.00	\$43,878.13	\$458,878.13
FY36-37	February 1, 2037	3.125%	\$0.00	\$37,393.75	\$37,393.75
FY37-38	August 1, 2037	3.125%	\$430,000.00	\$37,393.75	\$467,393.75
FY37-38	February 1, 2038	3.125%	\$0.00	\$30,675.00	\$30,675.00
FY38-39	August 1, 2038	3.125%	\$450,000.00	\$30,675.00	\$480,675.00
FY38-39	February 1, 2039	3.125%	\$0.00	\$23,643.75	\$23,643.75
FY39-40	August 1, 2039	3.250%	\$465,000.00	\$23,643.75	\$488,643.75
FY39-40	February 1, 2040	3.250%	\$0.00	\$16,087.50	\$16,087.50
FY40-41	August 1, 2040	3.250%	\$485,000.00	\$16,087.50	\$501,087.50
FY40-41	February 1, 2041	3.250%	\$0.00	\$8,206.25	\$8,206.25
FY41-42	August 1, 2041	3.250%	\$505,000.00	\$8,206.25	\$513,206.25
TOTAL			\$6,385,000.00	\$1,884,034.49	\$8,269,034.49

CITY OF IONIA
Fiscal Year 2025-2026 Budget
Debt Amortization Schedule

2021 General Obligation Limited Tax Bonds – Refunding Bonds

Purpose: To finance improvements to the City's water and sanitary sewer systems.
Amount of Issue: \$3,000,000
Payment From: Sanitary Sewer Fund – 50.00%
Water Fund – 50.00%
Issue Date: August 10, 2021
Payoff Date: August 1, 2035
Funding Source: Utility revenues (water and sanitary sewer services) received by the Sanitary Sewer Fund and Water Fund.

Fiscal Year	Due Date	Interest Rate	Bonds Maturing	Interest Due	Total Amount Due
FY25-26	August 1, 2025	4.00%	\$440,000.00	\$84,750.00	\$524,750.00
FY25-26	February 1, 2026	4.00%	-----	\$75,950.00	\$75,950.00
FY26-27	August 1, 2026	4.00%	\$440,000.00	\$75,950.00	\$515,950.00
FY26-27	February 1, 2027	4.00%	-----	\$67,150.00	\$67,150.00
FY27-28	August 1, 2027	4.00%	\$490,000.00	\$67,150.00	\$557,150.00
FY27-28	February 1, 2028	4.00%	-----	\$57,350.00	\$57,350.00
FY28-29	August 1, 2028	4.00%	\$455,000.00	\$57,350.00	\$512,350.00
FY28-29	February 1, 2029	4.00%	-----	\$48,250.00	\$48,250.00
FY29-30	August 1, 2029	4.00%	\$505,000.00	\$48,250.00	\$553,250.00
FY29-30	February 1, 2030	4.00%	-----	\$38,150.00	\$38,150.00
FY30-31	August 1, 2030	4.00%	\$500,000.00	\$38,150.00	\$538,150.00
FY30-31	February 1, 2031	4.00%	-----	\$28,150.00	\$28,150.00
FY31-32	August 1, 2031	4.00%	\$535,000.00	\$28,150.00	\$563,150.00
FY31-32	February 1, 2032	4.00%	-----	\$17,450.00	\$17,450.00
FY32-33	August 1, 2032	2.00%	\$580,000.00	\$17,450.00	\$594,450.00
FY32-33	February 1, 2033	2.00%	-----	\$11,650.00	\$11,650.00
FY33-34	August 1, 2033	2.00%	\$560,000.00	\$11,650.00	\$571,650.00
FY33-34	February 1, 2034	2.00%	-----	\$6,050.00	\$6,050.00

Fiscal Year	Due Date	Interest Rate	Bonds Maturing	Interest Due	Total Amount Due
FY34-35	August 1, 2034	2.00%	\$395,000.00	\$6,050.00	\$401,050.00
FY34-35	February 1, 2035	2.00%	-----	\$2,100.00	\$2,100.00
FY35-36	August 1, 2035	2.00%	\$210,000.00	\$2,100.00	\$212,100.00
		TOTAL	\$5,110,000.00	\$790,250.00	\$5,900,250.00

City of Ionia

Fiscal Year 2025-2026 Budget

***Capital Improvement
Plan***

What is the Six-Year Capital Improvement Program?

The information that follows represents City of Ionia's Six-Year Capital Improvement Program, prepared consistent with the City Charter. The purpose of this program is to estimate project details and costs, then allocate resources effectively as needed over the next six-year period, including an identification of all potential funding sources. The program serves as a crucial planning component within the City's overall operational and financial structure. This document provides information that aids in maintaining the City's critical facilities as well as equipment needed to deliver City services.

What is a Capital Project?

For the purposes of the Capital Improvement Program, a capital project is any project valued at \$5,000 or more with an estimated useful life greater than one year. Examples include building additions, building improvements, public safety vehicles, DAR buses, etc. This program identifies those projects that meet the criteria above, which are scheduled to be addressed in the next six years.

How is the program document developed?

The program is developed by the City Manager utilizing project information submitted by each City department head. Once all project requests have been received, the requests are reviewed and added to the program where appropriate. Projects identified in prior year programs remain in the current program and are updated as necessary unless a different priority or strategy results in removal. Once a final proposed document is prepared, it is submitted Ionia City Council for review. A public hearing conducted by City Council allows for ample discussion and for citizen input. Once the document is finalized, it is included in the budget for adoption by City Council.

How is the Capital Improvement Program organized?

The program is developed on a departmental basis. Summaries for the overall program are listed by department to help analyze the impact to each fund within the City. The summaries that follow highlight the annual cost of projects for each department per year, as well as summarize the sources of funding that have been identified each year to complete the projects. It should be realized that not all projects in this document will be completed. During the next six years, priorities may change, and/or funding sources may not come to fruition, making completion of the project unreasonable or impossible.

Uses of Funds

On a departmental basis, the six-year Capital Improvement Program includes the following appropriation requests, presented by fiscal year:

Project Totals by Departments

	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	FY 30-31	Totals
City Hall	\$ 230,000	\$	\$ 85,000	\$ 40,000	\$ 85,000	\$	\$ 440,000
Department of Public Utilities	6,975,000	615,000	350,000	195,000	250,000	245,000	8,630,000
IRUA	460,000	260,000	290,000	370,000	205,000	460,000	2,045,000
Department of Public Works	45,000	400,000	112,000	625,000	225,000	55,000	1,462,000
Public Safety	153,000	108,000	427,000	121,500	85,000	82,250	976,750
Parks and Recreation	978,100	800,000	1,018,340	800,000	900,000	968,090	5,464,530
Theatre	80,000	105,000	140,000	58,000	110,000	80,000	573,000
Street Improvements	5,169,000	2,116,000	8,625,000	4,410,000	569,500	1,232,000	22,121,500
Dial-A-Ride	936,000	577,500	110,000	205,500	190,000	113,000	2,132,000
DDA	35,000	25,000	100,000	35,000	250,000	500,000	945,000
Information Technology	70,000	20,000	42,000	12,000	25,000	70,000	239,000
	\$15,131,100	\$ 5,026,500	\$ 11,299,340	\$ 6,872,000	\$ 2,894,500	\$ 3,805,340	\$ 45,028,780

Source of Funds

It is also important to identify the sources of funding that will be used to accomplish each year's projects. This helps to determine the viability of every request and serves as a critical planning tool for current and future operating budgets. For the current six-year program, the following sources of funding have been identified by fiscal year:

Project Total by Source of Funds

	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	FY 30-31	Totals
General Fund	\$ 451,500	\$ 153,000	\$ 654,000	\$ 208,500	\$ 445,000	\$ 652,250	\$ 2,564,250
Major Street		284,500	625,000	-	-	1,047,000	1,956,500
Local Street	169,000	56,500	-	310,000	569,500	185,000	1,290,000
Brownfield Fund	-	1,550,000	-	-	-	-	1,550,000
Park and Recreation Fund	578,100	400,000	418,340	400,000	450,000	568,090	2,814,530
Water Fund	2,175,000	727,500	4,350,000	2,245,000	250,000	245,000	9,992,500
Sewer Fund	-	112,500	4,000,000	2,050,000		-	6,162,500
IRUA Fund	460,000	260,000	290,000	370,000	205,000	460,000	2,045,000
Central Garage Fund	45,000	400,000	112,000	625,000	225,000	55,000	1,462,000
Theatre Fund	60,000	75,000	100,000	58,000	95,000	60,000	448,000
Grants	9,687,500	997,500	710,000	605,500	630,000	528,000	13,158,500
Donations/Fundraising	5,000	10,000	40,000	,	25,000	5,000	85,000
	\$15,131,100	\$5,026,500	\$11,299,340	\$6,872,000	\$2,894,500	\$3,805,340	\$ 45,028,780

In summary, this Capital Improvement Program identifies \$45,028,780 in capital improvement expenditures planned by City of Ionia over fiscal years 2026 through 2031, with various identified revenue sources to fund purchases.

In the first year of the Capital Improvement Program, FY 2026, the following proposed projects are planned, with estimated sources and uses of funding totaling \$15,131,100. Following this summary page is a detailed project description for each proposed project.

	Fiscal Year 2025-2026 Projects by Department	
Department	Project Title	Cost
City Hall	HVAC Units	\$ 80,000
City Hall	Elevator	150,000
Central Garage	2009 Hot Patch Trailer - ST43	45,000
Public Safety	Patrol Vehicle Replacements	65,000
Public Safety	Structural Firefighting Turnout Gear Replacement	15,000
Public Safety	Law Enforcement Drone	13,000
Public Safety	Taser Replacement	60,000
Parks & Recreation	Steele Street Park - Phase 1	932,300
Parks & Recreation	Armory Building Improvements - Carpet	20,800
Parks & Recreation	Armory Building Improvements - Roof	25,000
DPU - Water	Clean/Rehabilitate Wells	150,000
DPU - Water	Replace Back Flow Valves - Bellamy Creek	60,000
DPU - Water	Replace 1956 Jackson St. Controlling Pit	30,000
DPU - Water	Repaint Lincoln Elevated Tank Exterior	50,000
DPU - Water	Replace 1999 Well #11A	200,000
DPU - Water	Lead Service Line Replacement	6,000,000
DPU - Water	South Ionia Well Field Exploration	485,000
IRUA	WWTP Parking Lot Repaving	385,000
IRUA	South Ionia Lift Station Pump Replacement	75,000
Theatre	Stage Improvements	80,000
Street Improvements	Deerfield/Riverside Redevelopment - Infrastructure Construction	5,000,000
Street Improvements	Fargo St. (State St. East to End) 0.129 Miles	81,500
Street Improvements	Kimble Alley 0.123 Miles	87,500
DDA	Adams Street parking lot curb jets and berms re-landscaped	20,000
DDA	Trail Wayfinding Signs	15,000
Dial-A-Ride	Vehicle Replacement	862,500
Dial-A-Ride	Vault Equipment	16,500
Dial-A-Ride	Garage Floor Sweeper Replacement	7,000
Dial-A-Ride	Cement Floor Upgrade	50,000
Information Technology	Patrol Vehicle Laptops/Tablets	4,000
Information Technology	Office Computer Replacement - Theatre	1,500
Information Technology	Park Cameras	10,000
Information Technology	Office Computer Replacement - Public Safety	6,000
Information Technology	Office Computer Replacement - DAR	1,500
Information Technology	Plotter - GIS	7,000
Information Technology	Phone System	20,000
Information Technology	Public Safety Network Server	20,000
	Grand Total	\$ 15,131,100
	Fiscal Year 2025-2026 Projects by Funding Source	
	General Fund	\$ 451,500
	Local Street	169,000
	Brownfield Fund	1,500,000
	Park and Recreation Fund	578,100
	Water Fund	2,175,000
	IRUA Fund	460,000
	Central Garage Fund	45,000
	Theatre Fund	60,000
	Grants	9,687,500
	Donations/Fundraising	5,000
	Grand Total	\$ 15,131,100

City of Ionia Capital Improvement Project

Fiscal Year: 25-26 **Project Title:** Elevator Overhaul

Department: City Hall - Building & Grounds

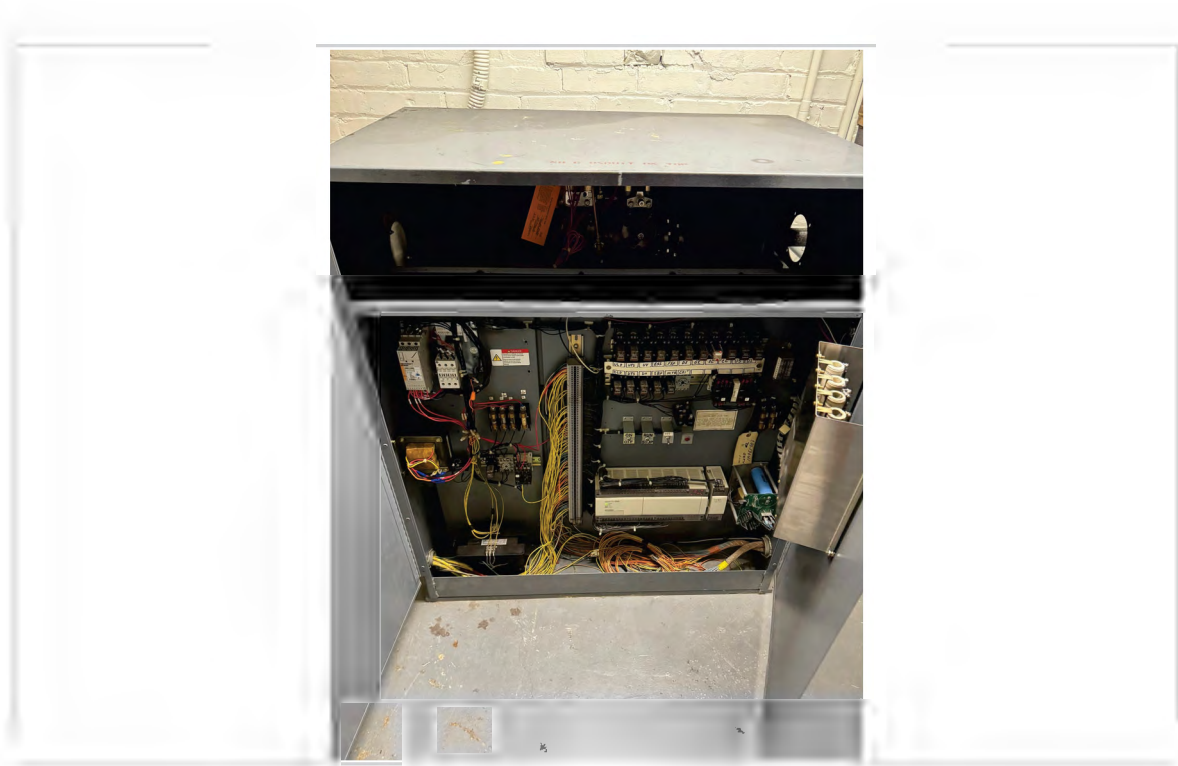
Project Description: City Hall elevator needs updates to comply with state code. The inspector has brought to our attention that parts are harder to come by to repair for the current model. A complete overhaul of the mechanical system has been suggested.

Project Impact/Benefit: Increased reliability and efficiency.

Operating Fund Impact: Reduces maintenance costs.

Estimated Cost: \$ 150,000.00

Funding Source for this project: General Fund



City of Ionia Capital Improvement Project

Fiscal Year: 25-26

Project Title: Heating and Cooling Upgrades

Department: City Hall - Building & Grounds

Project Description: It is necessary to replace the three (3) HVAC units throughout City Hall, which have reached end of useful life and to increase energy efficiency.

Project Impact/Benefit: Increased reliability, efficiency, and reduced energy costs due to newer units efficiency.

Operating Fund Impact: Operating efficiency will be achieved while savings is not determinable due to raising utility costs.

Estimated Cost: \$ 80,000.00

Funding Source for this project: General Fund



City of Ionia Capital Improvement Project

Fiscal Year: 25-26

Project Title: 2009 Hot Patch Trailer - ST43

Department: Central Garage

Project Description: Replace oldest hot patch trailer at DPW, used to prepare and deliver fill material for pothole repair. Current trailer would be approximately 20 years old.

Project Impact/Benefit: Ensure equipment in good repair, avoid expensive maintenance costs associated with equipment retained beyond its useful life.

Operating Fund Impact: New equipment typically reduces operating maintenance expenses. Selling of old equipment will offset the expenditure in the Central Garage Fund.

Estimated Cost: \$ 45,000.00

Funding Source for this project: Central Garage



City of Ionia Capital Improvement Project

Fiscal Year: 25-26

Project Title: Law Enforcement Drone

Department: Public Safety

Project Description: Drones with advanced sensors and high-definition cameras can provide real-time aerial views of events, helping officers and fire fighters assess situations from a distance.

Project Impact/Benefit: Drones can capture aerial footage of crime scenes, helping investigators piece together events and evidence. Drones can provide aerial views of large public gatherings, which can help officers monitor crowd movements and detect potential disturbances. Drones can cover large areas quickly, which can help locate missing persons, apprehend fleeing suspects, or assess disaster zones.

Operating Fund Impact: Drones can help keep officers safe by allowing them to assess situations from a distance. They can also help save officers' lives by going to places that would be dangerous for officers to go themselves.

Estimated Cost: \$ 13,000.00

Funding Source for this project: General Fund -
50% of cost to be sought through Michigan Municipal Risk Management Authority - RAP grant



City of Ionia Capital Improvement Project

Fiscal Year: 25-26

Project Title: Patrol Vehicle Replacement

Department: Public Safety

Project Description: Purchase one new Patrol Vehicle (Chevrolet Tahoe) and equipment changeover costs.

Chevrolet Tahoe - \$58,000

Equipment Changeover - \$7,000

Project Impact/Benefit: Purchasing new vehicles allows officers to operate safe and dependable vehicles while performing Police, Fire, and Emergency Medical Responder duties. The vehicles are cycled through front line use, then moved to secondary use and / or specialty unit use (SRO, Code Enforcement, Township). Vehicles are usually sold at auction at the five year mark.

Operating Fund Impact: By replacing older vehicles with newer vehicles we are less likely to have costly repairs, and the newer vehicles are coming with 100,000 mile warranties on drivetrains, which is where the breakdowns typically happen when they do occur.

Estimated Cost: \$ 65,000.00

Funding Source for this project: General Fund



City of Ionia Capital Improvement Project

Fiscal Year: 25-26

Project Title: Taser Replacement

Department: Public Safety

Project Description: Purchase 12 new AXON Taser 10s with holsters, batteries, charging station, training cartridges, 5 year service contract

Project Impact/Benefit: Replacing Tasers will add advancements in technology which will aid officers in subject restraint. New sighting, rechargeable batteries, enhanced probe design, and multiple shots without reloading are just a few of those features. Additionally, new Tasers will further reduce the City's exposure to liability caused by outdated and/or malfunctioning equipment.

Operating Fund Impact: Our current Tasers were launched in 2013. IDPS purchased them in 2018. They are out of warranty (60 months). By purchasing new Tasers we eliminate costly repairs, battery replacement, and expired cartridges.

Estimated Cost: \$ 60,000.00

Funding Source for this project: General Fund
50% of cost to be sought through Michigan Municipal Risk Management Authority - RAP grant



City of Ionia Capital Improvement Project

Fiscal Year: 25-26 **Project Title:** Structural Firefighting Turnout Gear Replacement

Department: Public Safety

Project Description: Replace structural firefighting turnout gear at 10 years of service, per NFPA Standards (5 sets). $\$3,000 \times 5 = \$15,000$

Project Impact/Benefit: Keeps personnel safe in firefighting duties and City in compliance with NFPA Standards

Operating Fund Impact: Negligible

Estimated Cost: \$ 15,000.00

Funding Source for this project: General Fund



City of Ionia Capital Improvement Project

Fiscal Year: 25-26 **Project Title:** Armory Improvements - Carpet

Department: Parks and Recreation

Project Description: Carpet Replacement: square footage for approximate estimate 2,350 floor space. Stairs basement 16 steps with 9ft x 3 ft landing in middle (130 square foot), stairs second floor 24 steps with 9ft x 3ft landing in middle (175 square ft).
\$8 per square foot cost estimated for a total \$20,800

Project Impact/Benefit: Remove old, worn carpet; replace with new, easier to maintain carpet squares.

Operating Fund Impact: Negligible operating impact

Estimated Cost: \$ 20,800.00

Funding Source for this project: Parks and Recreation



City of Ionia Capital Improvement Project

Fiscal Year: 25-26

Project Title: Armory Improvements - Roof

Department: Parks and Recreation

Project Description: Tear off roofing on east side of building and haul away. Install Ice & Water Shield 6' on eave and 3' out from wall. Cut in new continuous flow ridge vent on peak and install continuous flow ridge vent.

Project Impact/Benefit: Reduced maintenance cost, and warranty will be secured on the new roof.

Operating Fund Impact: Negligible operating impact

Estimated Cost: \$ 25,000.00

Funding Source for this project: Parks and Recreation



City of Ionia Capital Improvement Project

Fiscal Year: 25-26

Project Title: Steele Street Park Phase 1

Department: Recreation

Project Description: Steele Street Park will be located on the 7.8 acre former K-Mart shopping center site, which is currently vacant. It will serve as a multi-purpose sports complex that includes softball and t-ball fields, pickleball courts, beach volleyball court, a playground, restroom/storage/concessions building and a parking lot. Phase 1 will accomplish approximately half of these improvements.

Project Impact/Benefit: Steele Street Park will provide recreational facilities currently unavailable with in the City of Ionia, consistent with the city's park and recreation plan.

Operating Fund Impact:

Total - \$49,700	Building Maint. - \$5,000
Water - \$7,000	Field Preparation - \$5,000
Electric - \$2,700	
Mowing/ Parking Lot Maint. - \$20,000	
Concessions Operations - \$10,000	

Estimated Cost: \$ 1,152,000.00

Funding Source for this project: Trust Fund DNR Grant 400,000
City Match 532,300



City of Ionia Capital Improvement Project

Fiscal Year: 25-26

Project Title: Clean/Rehabilitate Wells

Department: Department of Public Utilities

Project Description:

It is necessary to clean and rehabilitate wells to assure optimum performance. Wells should be cleaned and rehabilitated approximately every five years. The city plans to clean/rehabilitate two wells a year. Each well is inspected annually by the contractor to determine which well should be cleaned.

Project Impact/Benefit:

Increased reliability and decreased chances for downtime or well failure.

Operating Fund Impact:

Reduced likelihood of expensive, unplanned well repairs.

Estimated Cost:

\$ 150,000.00

Funding Source for this project: Water Fund



City of Ionia Capital Improvement Project

Fiscal Year: 25-26 **Project Title:** Replace 1982 Harter St. Controlling Pit

Department: Department of Public Utilities

Project Description: Replace 1982 Harter St. Controlling Pit

This device controls the pressure between two pressure districts in case of loss in pressure.

A replaced controlling pit typically lasts for 25 years.

Project Impact/Benefit: Maintained pressure in distribution system while increasing reliability, which will reduce the potential failure of the system.

Operating Fund Impact: Less maintenance expense

Estimated Cost: \$ 30,000.00

Funding Source for this project: Water Fund



City of Ionia Capital Improvement Project

Fiscal Year: 25-26

Project Title: Lead Service Line Replacement

Department: DPU

Project Description: Replace nonconforming water service lines throughout the distribution system as part of our CDSMI and water service line replacement program. This program will oversee approximately 500 service line replacements throughout the system. The service lines will be replaced completely on both the private and public sides, as needed.

Project Impact/Benefit: Completion of service line replacement throughout the distribution system. This project will decrease service line failure and increase customer confidence and satisfaction.

Operating Fund Impact: Reduced service line failure and maintenance costs.

Estimated Cost: \$ 6,000,000.00

Funding Source for this project: Water Fund - \$1,200,000
State Revolving Fund Grant - \$4,800,000
The funding in the water fund will be a loan through SRF.



City of Ionia Capital Improvement Project

Fiscal Year: 25-26 **Project Title:** Repaint Lincoln Elevated Tank Exterior

Department: Department of Public Utilities

Project Description: Repaint Lincoln St. elevated tank exterior.
Process includes power washing tank exterior, repairing any deficiencies in surface materials, then repainting the tank.

Project Impact/Benefit: Increased longevity of storage tank and enhances appearance.

Operating Fund Impact: Negligible

Estimated Cost: \$ 50,000.00

Funding Source for this project: Water Fund



City of Ionia Capital Improvement Project

Fiscal Year: 25-26 **Project Title:** Replace Back Flow Valves - Bellamy Creek

Department: Department of Public Utilities

Project Description: Replace back flow valves at Bellamy Creek Correctional Facility. This device prevents back flows from the prison to the City water supply. Project will entail replacing current back flow valve and adjusting to current system pressure. The valve should last between 20-25 years.

Project Impact/Benefit: Increased system reliability and decreased potential for future valve failure.

Operating Fund Impact: Reduced maintenance expense and unanticipated repairs.

Estimated Cost: \$ 60,000.00

Funding Source for this project: Water Fund



City of Ionia Capital Improvement Project

Fiscal Year: 25-26

Project Title: South Ionia Well Field Exploration

Department: Department of Public Utilities

Project Description: Proposing to do well field exploration near the hospital to diversify the city water wells.
Phase I: Exploration, Water Quality and Quantity Determination
Phase II: Large Diameter Test Production Wells and Aquifer Testing

Project Impact/Benefit: Exploration will help ensure an adequate water supply and create redundancy within the water supply system.

Operating Fund Impact:

Estimated Cost: \$ 485,000.00

Funding Source for this project: Water Fund - \$485,000
The City is looking at the possibility of the State Revolving Fund Grant/Loan program.



City of Ionia Capital Improvement Project

Fiscal Year: 25-26

Project Title: Replace 1999 Well #11A

Department: Department of Public Utilities

Project Description: Replace 1999 Well 11A. This well has exceeded its useful life. It provides water to the Middle pressure district. Process includes:

1. Drill test boring for analysis; well design by a professional geologist.
2. Rotary drill the water well to approved size and depth. Set the casing, well screen, gravel pack, and grout.
3. Set test pump to develop well to EGLE specifications.
4. Set pump and chlorinate well.

Project Impact/Benefit: Replacing Well #11A will help ensure an adequate water supply and create redundancy within the water supply system.

Operating Fund Impact: Reduced potential for unplanned, costly well repairs or servicing.

Estimated Cost: \$ 200,000.00

Funding Source for this project: Water Fund



City of Ionia Capital Improvement Project

Fiscal Year: 25-26 **Project Title:** South Ionia Lift Station Pump Replacement

Department: Ionia Regional Utilities Authority

Project Description: Replace 1991 South Ionia Lift Station Pump

This pump has exceeded its useful life and repair parts are no longer available. It moves waste water from the lift station to the WWTP for treatment.

Project Impact/Benefit: Increased system reliability

Operating Fund Impact: Reduced maintenance costs

Estimated Cost: \$ 75,000.00

Funding Source for this project: IRUA Fund



City of Ionia Capital Improvement Project

Fiscal Year: 25-26 **Project Title:** WWTP Lot Repaving

Department: Ionia Regional Utilities Authority

Project Description: Complete Repaving/Reshaping of WWTP Lot. Current parking lot and paved drives are have fallen into significant disrepair since their original installation in 1991. Area to be repaved is approximately 50,000 square feet.

$55,000 \times \$7.00 \text{ per square foot} = \$385,000$

Project Impact/Benefit: Improved appearance, restored pavement surface for easier maintenance.

Operating Fund Impact: Reduced patching and asphalt sealing expense.

Estimated Cost: \$ 385,000.00

Funding Source for this project: IRUA Fund



City of Ionia Capital Improvement Project

Fiscal Year: 25-26 **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: 25-26 **Project Title:** Deerfield/Riverside Redevelopment - Infrastructure Construction

Department: Public Works

Project Description: The City, in partnership with the Michigan State Land Bank, is working to redevelop the 164 acre parcel that was once home to the Deerfield and Riverside Correctional Facilities. Following the required design and engineering work, plans and specifications will be available for bid to construct the necessary roadway, water, sanitary and storm sewer necessary to accommodate the future high tech/light industrial park.

Project Impact/Benefit: This project will provide much-needed industrial park space in the City of Ionia, since Orchard View Industrial Park is nearly built out.

Operating Fund Impact: New street maintenance expense - plowing, sweeping, catch basin cleaning, etc. (\$20,000 per year) plus water main and sanitary sewer main maintenance - hydrant flushing, sewer maintenance, etc. (\$5,000 per year)

Estimated Cost: \$ 5,000,000.00

Funding Source for this project: Brownfield Redevelopment Authority - \$1,500,000; EDA Grant 2,500,000; Strategic Site Reediness Program Grant - \$1,000,000



City of Ionia Capital Improvement Project

Fiscal Year: 25-26

Project Title: Street Projects 25-26

Department: Public Works

Project Description: Street mill and fill for the following streets:

Local Street Fund

- Kimble Alley .123 Miles

- Fargo St. (State St. East to End) .129 Miles

Project Impact/Benefit: Improve the overall road surface to enhance driving conditions and reduce auto repairs related to road surface defects.

Operating Fund Impact: Reduced maintenance and repair costs are expected following new surfacing.

Estimated Cost: \$ 169,000.00

Funding Source for this project: Local Street Fund \$169,000



City of Ionia Capital Improvement Project

Fiscal Year:	25-26	Project Title:	Adams Street parking lot curb jets and berms re-landscaped
Department:	DDA		
Project Description:	The larger landscape areas located along the north side of Adams Street from Kidd to Steele require rejuvenation with easy to maintain shrubs and/or other perennial plantings. Other areas include the islands within the Adams Street parking lot.		
Project Impact/Benefit:	The re-landscaping will allow for better curb appeal while creating a gateway to the Steele Street Corridor from the Adams Street area.		
Operating Fund Impact:	Reduce the cost of purchasing annual flowers each year.		
Estimated Cost:	\$ 20,000.00		
Funding Source for this project:	General Fund		



City of Ionia Capital Improvement Project

Fiscal Year: 25-26

Project Title: Trail Wayfinding Signs

Department: DDA

Project Description: The Fred Meijer Grand River Valley Trail/ Clinton-Ionia-Shiawassee Trail near Trailhead park and Steele Street require wayfinding signage directing trail traffic to the downtown area.

Project Impact/Benefit: From the FIT survey, wayfinding signs from the trail were encouraged to increase traffic from the trail to the downtown area to increase commerce potential.

Operating Fund Impact: Negligible

Estimated Cost: \$ 15,000.00

Funding Source for this project: General Fund



City of Ionia Capital Improvement Project

Fiscal Year: 25-26 **Project Title:** Cement Floor Upgrade

Department: Dial-A-Ride

Project Description: Repair and seal the cement garage floor.

3825 sq ft x \$13.08/sq ft = \$50,000

Epoxy sealant

Project Impact/Benefit: Repair and seal the cement garage floors to help extend their life and ensure a safe surface.

Operating Fund Impact: Negligible reduced maintenance expense.

Estimated Cost: \$ 50,000.00

Funding Source for this project: \$40,000 Federal Capital Grant
\$10,000 State Capital Grant



City of Ionia Capital Improvement Project

Fiscal Year: 25-26 **Project Title:** Garage Floor Sweeper Replacement

Department: Dial-A-Ride

Project Description: Current garage floor sweeper is outdated and past its useful life. Having a sweeper allows quick and complete cleaning of the floors, which prolong their useful life and cuts down on dirt/oil tracking into the building and buses.

Project Impact/Benefit: Help to maintain the appearance and cleanliness of the garage while keeping dirt and oil out of the bus.

Operating Fund Impact: Negligible operating budget impact.

Estimated Cost: \$ 7,000.00

Funding Source for this project: \$5,600 Federal Capital Grant
\$1,400 State Capital Grant



City of Ionia Capital Improvement Project

Fiscal Year: 25-26 **Project Title:** Vault Equipment

Department: Dial-A-Ride

Project Description: Replace outdated vault equipment. Technology for fare collection is changing and there are options to move to more effective and efficient fare collection systems.

Project Impact/Benefit: Current vault equipment is outdated and does not allow for use of updated fare collection options such as electronic card readers. Moving to an option with digital capability will increase efficiency and decrease potential loss.

Operating Fund Impact: Negligible operating budget impact.

Estimated Cost: \$ 16,500.00

Funding Source for this project: \$13,200 Federal Capital Grant
\$3,300 State Capital Grant



City of Ionia Capital Improvement Project

Fiscal Year: 25-26

Project Title: Vehicle Replacement - DART 1, 7, 8, 12 & 14

Department: Dial-A-Ride

Project Description: Routine replacement of buses DART 1, DART 7, DART 8, DART 12 and DART 14 that have met their useful life. The vehicles are on a 7 year/100,000 mile replacement cycle.

Project Impact/Benefit: Routine replacement based on the Federal/State Replacement Cycle ensures the safety of the vehicles and keeps maintenance costs as low as possible.

Operating Fund Impact: Reduced mechanical/maintenance expense.

Estimated Cost: \$ 862,500.00

Funding Source for this project: \$690,000 Federal Capital Grant
\$172,500 State Capital Grant



City of Ionia Capital Improvement Project

Fiscal Year: 25-26 **Project Title:** Information Technology Replacements 25-26

Department: Information Technology

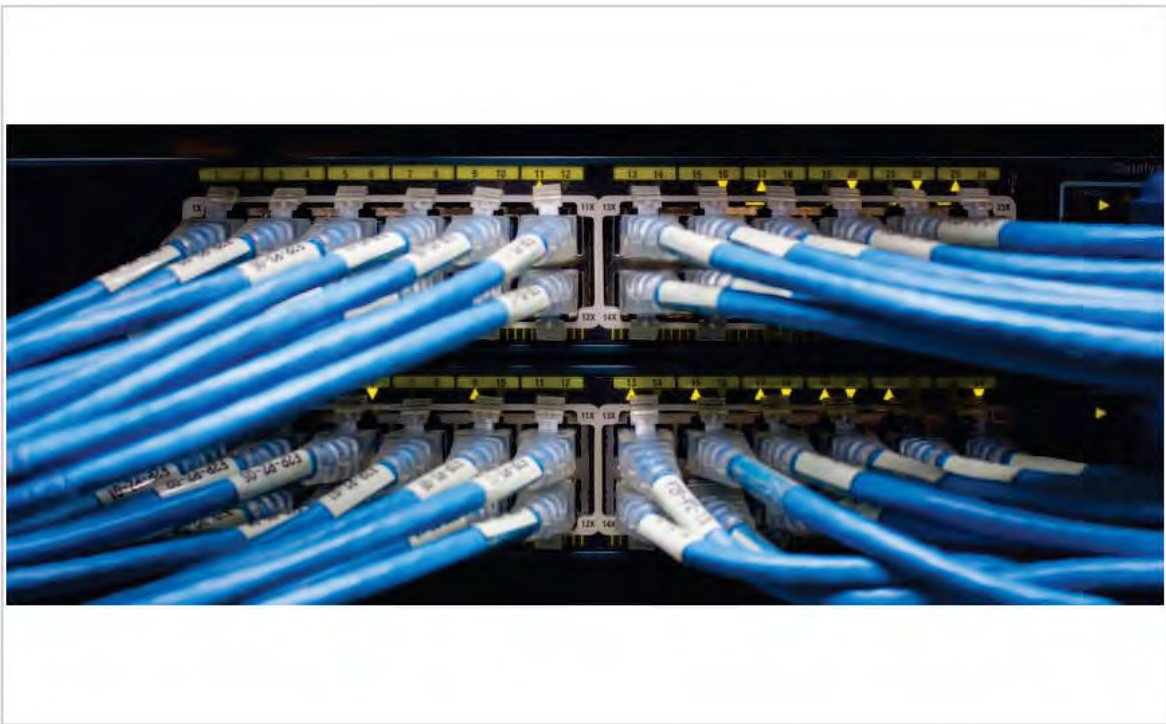
Project Description: -Patrol Vehicle Laptops/Tablets (1)
 -Office Computer Replacements (6)
 *Public Safety (4) *DAR(1) *Theatre (1)
 -Plotter - GIS (1)
 -Public Safety Network Server (1)
 -Park Cameras - Phone System

Project Impact/Benefit: Maintain equipment on a good replacement cycle to assure optimum performance for technology. Computers and servers are replaced every 5 years.

Operating Fund Impact: Reduced maintenance and potential downtime are expected following new purchase.

Estimated Cost: \$ 70,000.00

Funding Source for this project: General Fund \$67,000
 DAR \$1,500
 Theatre \$1,500



Fiscal Year 2026-2027 Projects by Department		
Department	Project Title	Cost
Central Garage	2007 Sterling Acterra Hy-Ranger- ST59	\$ 400,000
Public Safety	Patrol Vehicle Replacements	66,000
Public Safety	Structural Firefighting Turnout Gear Replacement	14,000
Public Safety	Glock Sidearm Replacement	28,000
Parks & Recreation	McConnell Park Improvements	800,000
DPU - Water	Clean/Rehabilitate Wells	150,000
DPU - Water	Replace 1980 Kimball Alley Controlling Pit	30,000
DPU - Water	Water Main South Dexter	400,000
DPU - Water	Replace Larger Water Meters	35,000
IRUA	Service Van Replacement	55,000
IRUA	Bar Screen Replacement	75,000
IRUA	100 hp Raw Sewage Pump Replacement	10,000
IRUA	Digester Recirculation Pumps (3x) Replacement	120,000
Theatre	Main Roof Replacement	105,000
Street Improvements	M-66 Riverside Infrastructure Replacement	225,000
Street Improvements	E. Main St. (Stevenson Place to East City Limit) 0.450 Miles	284,500
Street Improvements	Apple Tree Drive Resurfacing	1,550,000
Street Improvements	Stevenson Place (East Main St. to End) 0.089 Miles	56,500
DDA	Farm Market Pavilion Roof Replacement	25,000
Dial-A-Ride	Vehicle Replacement	517,500
Dial-A-Ride	Parking Lot Repave	50,000
Dial-A-Ride	Office Equipment/Technology Upgrade	10,000
Information Technology	Patrol Vehicle Laptops/Tablets	4,500
Information Technology	Office Computer Replacement - Public Safety	9,500
Information Technology	In Car Camera	6,000
Grand Total		\$ 5,026,500
Fiscal Year 2026-2027 Projects by Funding Source		
	General Fund	\$ 153,000
	Major Street	284,500
	Local Street	56,500
	LDFA	1,550,000
	Park and Recreation Fund	400,000
	Water Fund	727,500
	Sewer Fund	112,500
	IRUA Fund	260,000
	Central Garage Fund	400,000
	Theatre Fund	75,000
	Grants	997,500
	Donations/Fundraising	10,000
Grand Total		\$ 5,026,500

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City of Ionia Capital Improvement Project

Fiscal Year: 26-27

Project Title: 2007 Sterling Acterra Hy-Ranger ST59

Department: Central Garage

Project Description: Replacing essential bucket truck used by DPW to conduct forestry activities. Current truck would be approximately 20 years old.
Approximate mileage: 5,500

Project Impact/Benefit: Ensure equipment in good repair, avoid expensive maintenance costs associated with equipment retained beyond its useful life.

Operating Fund Impact: New equipment typically reduces operating maintenance expenses by \$1,000 per year. Selling of old equipment will offset the expenditure in the Central Garage Fund.

Estimated Cost: \$ 400,000.00

Funding Source for this project: Central Garage



City of Ionia Capital Improvement Project

Fiscal Year: 26-27

Project Title: Patrol Vehicle Replacement

Department: Public Safety

Project Description: Purchase one new Patrol Vehicle (Chevrolet Tahoe) and equipment changeover costs.

Chevrolet Tahoe - \$59,000

Equipment Changeover - \$7,000

Project Impact/Benefit: Purchasing new vehicles allows officers to operate safe and dependable vehicles while performing Police, Fire, and Emergency Medical Responder duties. The vehicles are cycled through front line use, then moved to secondary use and / or specialty unit use (SRO, Code Enforcement, Township). Vehicles are usually sold at auction at the five year mark.

Operating Fund Impact: By replacing older vehicles with newer vehicles we are less likely to have costly repairs, and the newer vehicles are coming with 100,000 mile warranties on drivetrains, which is where the breakdowns typically happen when they do occur.

Estimated Cost: \$ 66,000.00

Funding Source for this project: General Fund



City of Ionia Capital Improvement Project

Fiscal Year: 26-27

Project Title: Glock Sidearm Replacement

Department: Public Safety

Project Description:

Police departments often aim to replace their service pistols every decade. Factors like technological advancements, wear and tear, and maintenance needs can influence that timeline. Our Glock's were issued to officers in the the spring of 2017. Significant technological advancements have taken place since that time, primarily in the form of advanced sighting.

Project Impact/Benefit:

New handgun sighting optics, often referred to as red dot sights, offer several benefits over traditional iron sights, including significantly faster target acquisition, improved accuracy, especially at distance, better low-light performance, and the ability to focus solely on the target without aligning multiple sight points.

Operating Fund Impact:

Negligible -
However, liability exposure will be reduced with improved sighting technology and (new) equipment less prone to malfunction.

Estimated Cost: \$ 28,000.00

Funding Source for this project: General Fund
15 x \$1500 = \$22,500
15 x \$200 = \$3000 (holsters)
15 x \$150 = \$2,250 (flashlights)



City of Ionia Capital Improvement Project

Fiscal Year: 26-27 **Project Title:** Structural Firefighting Turnout Gear Replacement

Department: Public Safety

Project Description: Replace structural firefighting turnout gear at 10 years of service, per NFPA Standards (4 sets). $\$3,500 \times 4 = \$14,000$

Project Impact/Benefit: Keeps personnel safe in firefighting duties and City in compliance with NFPA Standards

Operating Fund Impact: Negligible

Estimated Cost: \$ 14,000.00

Funding Source for this project: General Fund



City of Ionia Capital Improvement Project

Fiscal Year: 26-27

Project Title: McConnell Park Improvements

Department: Recreation

Project Description: Improvements to McConnell Park, including a repair/re-paint picnic pavilion, new picnic tables, replacing wood built play structure with an updated model, installing edging and safety surfacing around the playground equipment, add new play equipment, and add paved parking with ADA accessible pathways.

Project Impact/Benefit: McConnell Park is showing its age and in need of significant upgrade to remain functional and safe.

Operating Fund Impact: Negligible - a slight reduction in operating costs is anticipated due to reduced maintenance of aged equipment.

Estimated Cost: \$ 800,000.00

Funding Source for this project: MNRTF Grant - \$400,000
City match (Parks Facilities Improvement Fund) - \$400,000



City of Ionia Capital Improvement Project

Fiscal Year: 26-27

Project Title: Clean/Rehabilitate Wells

Department: Department of Public Utilities

Project Description:

It is necessary to clean and rehabilitate wells to assure optimum performance. Wells should be cleaned and rehabilitated approximately every five years. The city plans to clean/rehabilitate two wells a year. Each well is inspected annually by the contractor to determine which well should be cleaned.

Project Impact/Benefit:

Increased reliability and decreased chances for downtime or well failure.

Operating Fund Impact:

Reduced likelihood of expensive, unplanned well repairs.

Estimated Cost:

\$ 150,000.00

Funding Source for this project: Water Fund



City of Ionia Capital Improvement Project

Fiscal Year: 26-27 **Project Title:** Replace 1980 Kimball Alley Controlling Pit

Department: Department of Public Utilities

Project Description: Replace 1982 Kimball Alley Controlling Pit

This device controls the pressure between two pressure districts in case of loss in pressure.

A replaced controlling pit typically lasts 25 years.

Project Impact/Benefit: Maintained pressure in distribution system while increasing reliability, which will reduce the potential failure of the system.

Operating Fund Impact: Less maintenance expense

Estimated Cost: \$ 30,000.00

Funding Source for this project: Water Fund



City of Ionia Capital Improvement Project

Fiscal Year: 26-27 **Project Title:** Replace Larger Water Meters

Department: Department of Public Utilities

Project Description: Replace approximately 7 larger water meters.

The department will purchase meters ranging from 2" or larger up to 8" meters.

Cost range is from \$2,000 - \$9,000, depending on the size of the meter.

Project Impact/Benefit: Improve accuracy and efficiency in readings, increase customer confidence and satisfaction.

Operating Fund Impact: Reduce meter repair expenses.

Estimated Cost: \$ 35,000.00

Funding Source for this project: Water Fund



City of Ionia Capital Improvement Project

Fiscal Year: 26-27 **Project Title:** Replace Water Main on S. Dexter

Department: Department of Public Utilities

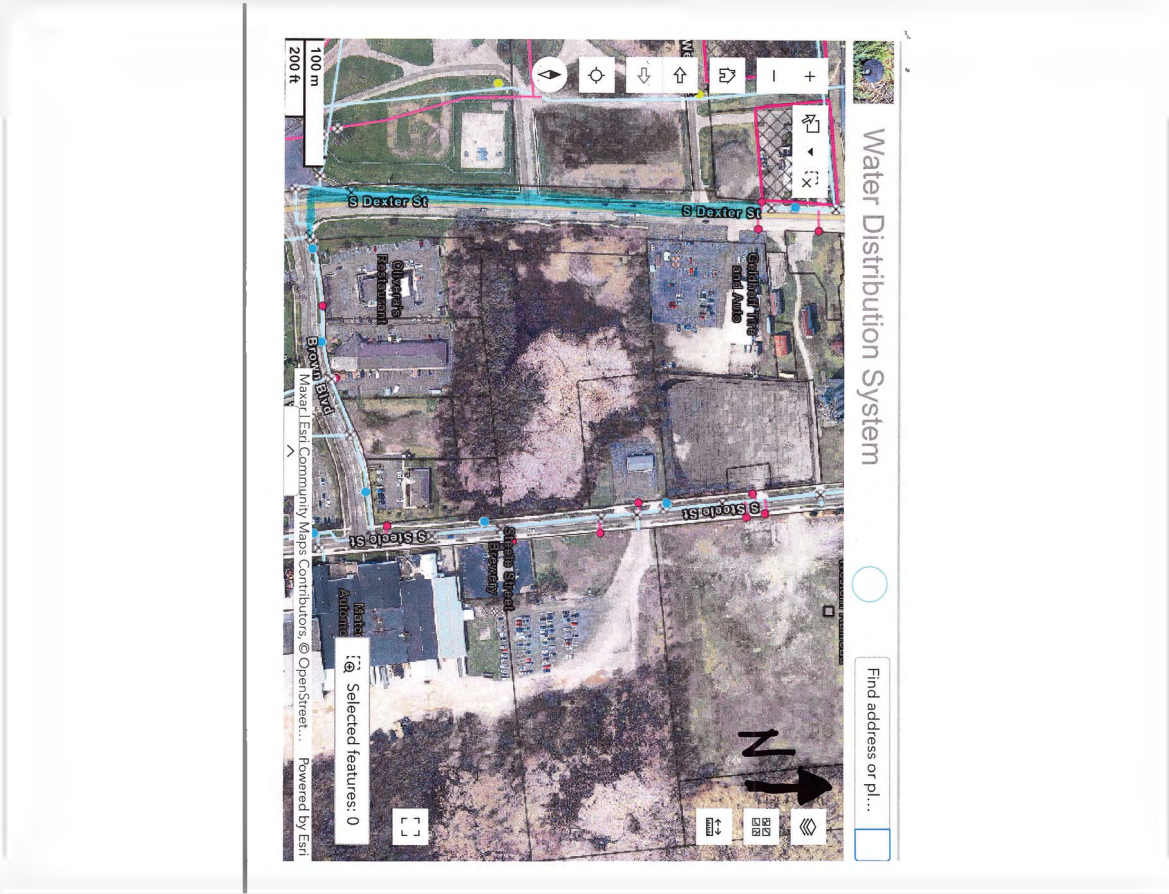
Project Description: Replace the current water main to a 12 inch water main that runs from Burger King to the entrance of Brown Boulevard. The new main is approximately 1,300 feet and will have new valves, fittings and hydrants. This project will coordinate with the M-66 reconstruction that MDOT is doing.

Project Impact/Benefit: Increased system reliability and decreased potential for water main breaks

Operating Fund Impact: Reduced maintenance expense and unanticipated repairs.

Estimated Cost: \$ 400,000.00

Funding Source for this project: Water Fund



City of Ionia Capital Improvement Project

Fiscal Year: 26-27 **Project Title:** 100 hp Raw Sewage Pump Replacement

Department: Ionia Regional Utilities Authority

Project Description: Replace 1991 100 hp Raw Sewage Pump

This is one of the high flow (flood condition) pumps and original to the 1991 plant construction.

It has exceeded its useful life and parts are no longer available.

Project Impact/Benefit: Increased reliability of overall system, especially in the event of flood conditions.

Operating Fund Impact: Reduced maintenance costs

Estimated Cost: \$ 100,000.00

Funding Source for this project: IRUA Fund



City of Ionia Capital Improvement Project

Fiscal Year: 26-27 **Project Title:** Bar Screen Replacement

Department: Ionia Regional Utilities Authority

Project Description: Replace 2010 Bar Screen

The bar screen removes debris from waste water before it reaches the pumps for further processing through the WWTP.

It has exceeded its useful life and parts are no longer available.

Project Impact/Benefit: Increased efficiency and dependability of screening, reduces likelihood of damage to other plant components.

Operating Fund Impact: Reduced maintenance costs associated with outdated screen.

Estimated Cost: \$ 75,000.00

Funding Source for this project: IRUA Fund



City of Ionia Capital Improvement Project

Fiscal Year: 26-27 **Project Title:** Digester Recirculation Pumps (3x) Replacement

Department: Ionia Regional Utilities Authority

Project Description: Replace 1991 Digester Recirculation Pumps (three pumps)

There are three digester recirculation pumps that heat and mix the anaerobic digester.

Parts are no longer available for the 1991 pumps, necessitating their replacement.

Project Impact/Benefit: Increased reliability and efficiency.

Operating Fund Impact: Reduced maintenance costs

Estimated Cost: \$ 120,000.00

Funding Source for this project: IRUA Fund



City of Ionia Capital Improvement Project

Fiscal Year: 27-28

Project Title: Lawn Mower Replacement

Department: Ionia Regional Utilities Authority

Project Description: Replace 2018 John Deere mower. The mower is used by department staff to mow the WWTP, and South Ionia liftstation, The mower to be replaced has surpassed it's useful life and has nearly 700+ hours.

Project Impact/Benefit: Updated equipment and increased reliability. Less maintenance costs.

Operating Fund Impact: Reduced maintenance costs. Replaced tractor will be auctioned off to offset purchase price.

Estimated Cost: \$ 15,000.00

Funding Source for this project: IRUA Fund



City of Ionia Capital Improvement Project

Fiscal Year: 26-27 **Project Title:** Service Van Replacement

Department: Ionia Regional Utilities Authority

Project Description: Replace 2015 Service Van. The van is used by department staff to drive throughout the city to service the sanitary sewer collection system, lift stations, miss digs, sampling and repairs and complete associated maintenance and monitoring activities.

Project Impact/Benefit: Updated equipment and increased reliability.

Operating Fund Impact: Reduces maintenance costs. Replaced vehicle will be auctioned to offset purchase price.

Estimated Cost: \$ 55,000.00

Funding Source for this project: IRUA Fund



City of Ionia Capital Improvement Project

Fiscal Year: 26-27 **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: \$ 105,000.00

Funding Source for this project: Fundraising/grant \$20,000
Donations \$10,000
Operating Fund \$75,000



City of Ionia Capital Improvement Project

Fiscal Year: 26-27 **Project Title:** Apple Tree Drive Resurfacing

Department: Public Works

Project Description: Street mill and fill for the current road surface while extending the sanitary sewer approximately 275 feet. The project would also complete the Cul-De-Sac at the east end of the roadway.

Project Impact/Benefit: Improve the overall road surface to enhance driving conditions and reduce auto repairs related to road surface defects.

Operating Fund Impact: Reduced maintenance and repair costs are expected following new surfacing.

Estimated Cost: \$ 1,550,000.00

Funding Source for this project: LDFA Fund
Internal loan from the General Fund is planned, per the LDFA Development and TIF plan.



City of Ionia Capital Improvement Project

Fiscal Year: 26-27

Project Title: M-66 Riverside Underground Infrastructure

Department: Street Improvements

Project Description: Undertake the upgrade of underground utilities, on South State Road (M-66) at the intersection of Riverside Drive. The current infrastructure is in South State Road and is being moved to the western right of way for future needs.

Project Impact/Benefit: Reconstruction will result in upgraded underground infrastructure (watermain and sanitary sewer) and extend the life and availability of the water distribution and sanitary sewer collection systems.

Operating Fund Impact: Upgraded infrastructure will reduce the maintenance burden on the City's Water and Sewer Funds.

Estimated Cost: \$ 225,000.00

Funding Source for this project: Water Fund - 112,500.00
Sewer Fund - 112,500.00



City of Ionia Capital Improvement Project

Fiscal Year: 26-27

Project Title: Street Projects 26-27

Department: Public Works

Project Description: Street mill and fill for the following streets:

Major Street Fund

- E. Main St. (Stevenson Place to East City Limit) .450 Miles

Local Street Fund

- Stevenson Place (East Main St. to End) .089 Miles

Project Impact/Benefit: Improve the overall road surface to enhance driving conditions and reduce auto repairs related to road surface defects.

Operating Fund Impact: Reduced maintenance and repair costs are expected following new surfacing.

Estimated Cost: \$ 341,000.00

Funding Source for this project: Major Street Fund \$284,500
Local Street Fund \$56,500



City of Ionia Capital Improvement Project

Fiscal Year: 26-27 **Project Title:** Farm Market Pavilion roof replacement

Department: DDA

Project Description: Farm Market Pavilion located within the Adams Street city parking lot requires a full roof replacement. Condition of plywood sheeting not known at this time. Rather than shingle replacement, a metal roof and trim may increase longevity of project. All wood trim is also in need of painting.

Project Impact/Benefit: Project would prevent further deterioration of building.

Operating Fund Impact: \$25,000,00

Estimated Cost: \$ 25,000.00

Funding Source for this project: General Fund



City of Ionia Capital Improvement Project

Fiscal Year: 26-27 **Project Title:** Office Equipment/Technology Upgrade

Department: Dial-A-Ride

Project Description: Replace large monitor for AVL system, plus backup server.
\$2,000 - monitor
\$8,000 - backup server

Project Impact/Benefit: Update technology equipment to keep pace with changes required for efficient operations.

Operating Fund Impact: Negligible operating budget impact.

Estimated Cost: \$ 10,000.00

Funding Source for this project: \$8,000 Federal Capital Grant
\$2,000 State Capital Grant



City of Ionia Capital Improvement Project

Fiscal Year: 26-27 **Project Title:** Parking Lot Repave

Department: Dial-A-Ride

Project Description: Routine facility improvements including asphalt repaving of the parking lot and garage drive area. Approximately 5,000 sq ft. The parking lot is original to the building (1980). The asphalt has been cracked sealed multiple times, recommend repaving.

Project Impact/Benefit: Maintains facility appearance and functionality.

Operating Fund Impact: Reduced asphalt and maintenance expense (sealing and crack filling).

Estimated Cost: \$ 50,000.00

Funding Source for this project: \$40,000 Federal Capital Grant
\$10,000 State Capital Grant



City of Ionia Capital Improvement Project

Fiscal Year: 26-27

Project Title: Vehicle Replacement - DART 2, 4, & 6

Department: Dial-A-Ride

Project Description: Routine replacement of buses DART 2, DART 4, and DART 6 that have met their useful life. The vehicles are on a 7 year/100,000 mile replacement cycle.

Project Impact/Benefit: Routine replacement based on the Federal/State Replacement Cycle ensures the safety of the vehicles and keeps maintenance costs as low as possible.

Operating Fund Impact: Reduced mechanical/maintenance expense.

Estimated Cost: \$ 517,500.00

Funding Source for this project: \$414,000 Federal Capital Grant
\$103,500 State Capital Grant



City of Ionia Capital Improvement Project

Fiscal Year: 26-27

Project Title: Information Technology Replacements 26-27

Department: Information Technology

Project Description:

- Office Computer Replacement Public Safety (6)
- Patrol Vehicle Laptops/Tablets (1)
- In Car Camera (1)

Project Impact/Benefit:

Maintain equipment on a good replacement cycle to assure optimum performance for technology. Computers and laptops are replaced every 5 years. In car cameras are replaced every 10 years.

Operating Fund Impact:

Reduced maintenance and potential downtime are expected following new purchase.

Estimated Cost:

\$ 20,000.00

Funding Source for this project: General Fund \$20,000



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City of Ionia Capital Improvement Project

Fiscal Year: 27-28 **Project Title:** Windows

Department: City Hall - Building & Grounds

Project Description: It is necessary to upgrade windows throughout City Hall to maintain efficiency. While previously replaced, some of the windows do not fit properly and gaps produce drafts and increase energy consumption.

City Hall has 36 large windows to replace along with other smaller ones.

Project Impact/Benefit: Increased reliability and efficiency.

Operating Fund Impact: Reduces maintenance and utility costs

Estimated Cost: \$ 85,000.00

Funding Source for this project: General Fund



City of Ionia Capital Improvement Project

Fiscal Year: 27/28 **Project Title:** 1998 Lincoln Ranger Generator/ Welder (ST-37)

Department: Central Garage

Project Description: Replacing the welder/ generator that is essential for running power tools and welding out in the street. Current generator would be approximately 30 years old.
Approximate Hours: 1000

Project Impact/Benefit: Ensure equipment in good repair, avoid expensive maintenance costs associated with equipment retained beyond its useful life.

Operating Fund Impact: New equipment typically reduces operating maintenance expenses by \$1000 per year. Selling of old equipment will offset the expenditure in the Central Garage Fund.

Estimated Cost: \$ 12,000.00

Funding Source for this project: Central Garage



City of Ionia Capital Improvement Project

Fiscal Year: 27-28

Project Title: Patrol Vehicle Replacements

Department: Public Safety

Project Description:

Purchase two new Patrol Vehicles (Chevrolet Tahoe) and equipment changeover costs.

Chevrolet Tahoe - \$60,000 x 2 = \$120,000

Equipment Changeover - \$7,500 x 2 = \$15,000

Project Impact/Benefit:

Purchasing new vehicles allows officers to operate safe and dependable vehicles while performing Police, Fire, and Emergency Medical Responder duties. The vehicles are cycled through front line use, then moved to secondary use and / or specialty unit use (SRO, Code Enforcement, Township). Vehicles are usually sold at auction at the five year mark.

Operating Fund Impact:

By replacing older vehicles with newer vehicles we are less likely to have costly repairs, and the newer vehicles are coming with 100,000 mile warranties on drivetrains, which is where the breakdowns typically happen when they do occur.

Estimated Cost:

\$ 135,000.00

Funding Source for this project: General Fund



City of Ionia Capital Improvement Project

Fiscal Year:	27-28	Project Title:	Replace Self Contained Breathing Apparatus (SCBA)
Department:	Public Safety		
Project Description:	Replace 30 Scott Air Pack SCBAs and 60 Scott Air Bottles. This is a large expense, obtaining the money through a grant is most desirable funding stream as the current Air Packs and Bottles were. All Packs and Bottles are on the same timeline, as they were purchased with a Grant in 2013 for \$130,000.00		
Project Impact/Benefit:	SCBA Bottles have to be replaced every 15 years, the Air Packs themselves are not mandated to be replaced but typically they are near end of useful life during the same time period.		
Operating Fund Impact:	Negligible		
Estimated Cost:	\$ 285,000.00		
Funding Source for this project:	General Fund or Assistance to Firefighter Grant		



City of Ionia Capital Improvement Project

Fiscal Year: 27-28 **Project Title:** Structural Firefighting Turnout Gear Replacement

Department: Public Safety

Project Description: Replace structural firefighting turnout gear at 10 years of service, per NFPA Standards (2 sets). $\$3,500 \times 2 = \$7,000$

Project Impact/Benefit: Keeps personnel safe in firefighting duties and City in compliance with NFPA Standards

Operating Fund Impact: Negligible

Estimated Cost: \$ 7,000.00

Funding Source for this project: General Fund



City of Ionia Capital Improvement Project

Fiscal Year: 27-28

Project Title: Balice Park Improvements

Department: Recreation

Project Description:

Improvements to Balice Park, including a picnic pavilion with tables, installing edging and safety surfacing around the exsisting playground equipment, adding new play equipment, creating connection to Fred Meijer Trail, adding drinking fountain, bike racks, relocating creek with walking bridge.

Project Impact/Benefit:

Park upgrades will be more user friendly and safe and better serve the community with connection to Fred Meijer Trail, and other amenities.

Operating Fund Impact:

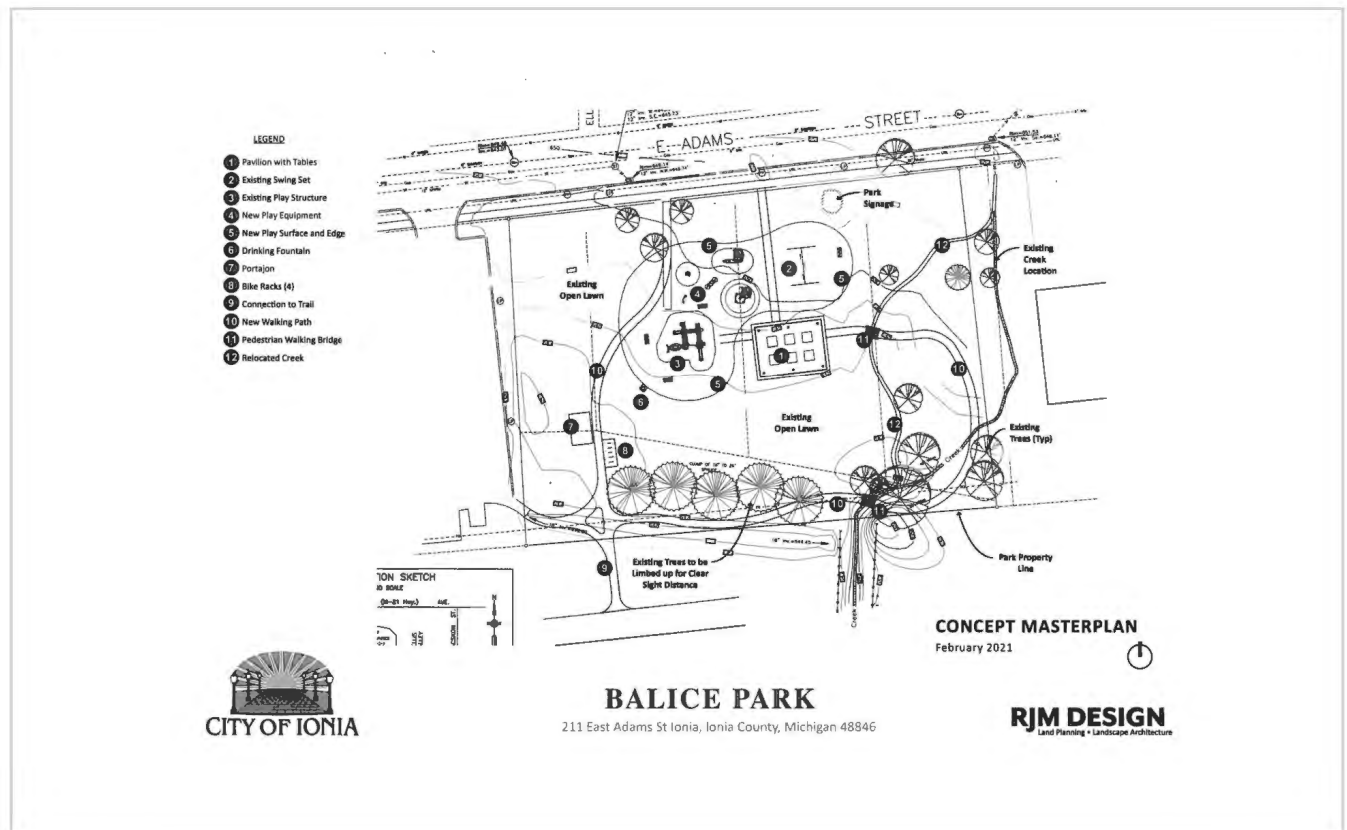
The age of current facilities and amenities will need constant maintenance and repair.

Estimated Cost:

\$ 400,000.00

Funding Source for this project: Grant - \$200,000

City match (Parks Facilities Improvement Fund) - \$200,000



City of Ionia Capital Improvement Project

Fiscal Year: 27-28 **Project Title:** Fred Thwaites Pedestrian Bridge - Phase 1

Department: Parks and Recreation

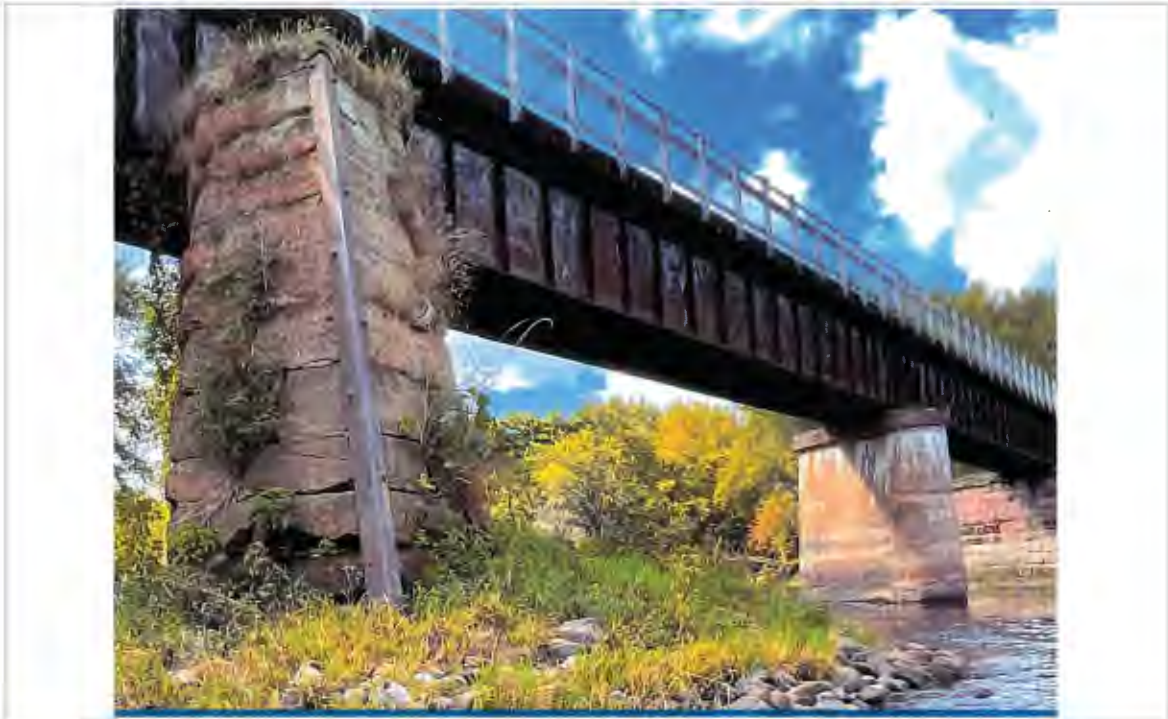
Project Description: The Fred Thwaites Pedestrian Bridge has been in place for decades with little structural maintenance during that time. A 2023 inspection of the bridge by Fishbeck Engineering identified multiple improvements necessary to maintain the structural integrity of the bridge. The two highest priority projects include implementing scour countermeasures and bearing seat replacements.

Project Impact/Benefit: Scour Countermeasures will offset the scouring/erosion at the footings of the bridge located in the Grand River channel. Bearing seat replacements will ensure the safe connection between the footings and the bridge superstructure. Both projects should be done at the same time, ideally, to create efficiencies/economies of scale with the required EGLE permitting and any protected species (mussels) surveys that must be conducted.

Operating Fund Impact: Negligible.

Estimated Cost: \$ 618,340.00

Funding Source for this project: MNRTF or similar grant - \$400,000; General Fund - \$218,340



City of Ionia Capital Improvement Project

Fiscal Year: 27-28

Project Title: Clean/Rehabilitate Wells

Department: Department of Public Utilities

Project Description:

It is necessary to clean and rehabilitate wells to assure optimum performance. Wells should be cleaned and rehabilitated approximately every five years. The city plans to clean/rehabilitate two wells a year. Each well is inspected annually by the contractor to determine which well should be cleaned.

Project Impact/Benefit:

Increased reliability and decreased chances for downtime or well failure.

Operating Fund Impact:

Reduced likelihood of expensive, unplanned well repairs.

Estimated Cost:

\$ 150,000.00

Funding Source for this project: Water Fund



City of Ionia Capital Improvement Project

Fiscal Year: 27-28 **Project Title:** Repaint Exterior of 1 Million Gallon Tank

Department: Department of Public Utilities

Project Description: Repaint exterior of 1 million gallon tank.
Process includes power washing tank exterior, repairing any deficiencies in surface materials, caulking roof lap seams, foundation crack repair, replacing roof venting and overflow pipe flap gates, then repainting the tank.

Project Impact/Benefit: Increase longevity of storage tank and enhances appearance.

Operating Fund Impact: Negligible

Estimated Cost: \$ 200,000.00

Funding Source for this project: Water Fund



City of Ionia Capital Improvement Project

Fiscal Year: 27-28 **Project Title:** Boiler Replacement

Department: Ionia Regional Utilities Authority

Project Description: Replace (2) 1991 Boilers

There are three boilers that heat the anaerobic digester and the treatment plant.

Parts are no longer available to maintain the 1991 boilers.

Project Impact/Benefit: Updated equipment and increased reliability and efficiency.

Operating Fund Impact: Reduced maintenance costs by \$2,000 per year.

Estimated Cost: \$ 200,000.00

Funding Source for this project: IRUA Fund
Potential rebate due to energy efficiency



City of Ionia Capital Improvement Project

Fiscal Year: 27-28

Project Title: Repaint Exterior of Oxidation Towers

Department: Ionia Regional Utilities Authority

Project Description: Repaint the exterior of both the West and East Oxidation Towers. Process includes power washing tower exterior, repairing deficiencies in surface materials, and then repainting each tower.

Project Impact/Benefit: Increased longevity of exterior surface and enhanced appearance.

Operating Fund Impact: Reduced the likelihood of unplanned, expensive repairs.

Estimated Cost: \$ 75,000.00

Funding Source for this project: IRUA Fund



City of Ionia Capital Improvement Project

Fiscal Year:	27-28	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: 27-28

Project Title: Jackson Street Reconstruction

Department: Public Works

Project Description: Undertake complete reconstruction of street surface and all underground utilities, plus curb and gutter and sidewalk replacement as needed on South Jackson Street from Lincoln Avenue (M-21) to Webber Street. The current infrastructure is reaching the end of its useful life. Total reconstruction distance is 0.560 miles.

Project Impact/Benefit: Reconstruction will result in all new underground infrastructure (watermain, sanitary sewer, storm sewer), street surface and ancillary infrastructure (curb, gutter and sidewalks) to improve vehicular/pedestrian travel and extend the life of the water distribution and stormwater/sanitary sewer collection systems.

Operating Fund Impact: New infrastructure will reduce the maintenance burden on the City's Major Street Fund, plus Water and Sewer Funds.

Estimated Cost: \$ 4,000,000.00

Funding Source for this project: Water Fund - \$ 2,840,000
Sewer Fund - \$ 1,160,000
Possible grant that would reduce some expense to the utility funds. If grant funds are not awarded the project will be funded by SRF loan and the repaired out of the respected utility funds



City of Ionia Capital Improvement Project

Fiscal Year: 27-28

Project Title: Jefferson Street Reconstruction

Department: Public Works

Project Description: Undertake complete reconstruction of street surface and all underground utilities, plus curb and gutter and sidewalk replacement as needed on South Jefferson Street from Lincoln Avenue (M-21) to end. The current infrastructure is reaching the end of its useful life. Total reconstruction distance is 0.499 miles.

Project Impact/Benefit: Reconstruction will result in all new underground infrastructure (watermain, sanitary sewer, storm sewer), street surface and ancillary infrastructure (curb, gutter and sidewalks) to improve vehicular/pedestrian travel and extend the life of the water distribution and stormwater/sanitary sewer collection systems.

Operating Fund Impact: New infrastructure will reduce the maintenance burden on the City's Local Street Fund, plus Water and Sewer Funds.

Estimated Cost: \$ 4,000,000.00

Funding Source for this project: Water Fund - \$ 2,840,000
Sewer Fund - \$ 1,160,000
Possible grant that would reduce some expense to the utility funds. If grant funds are not awarded the project will be funded by SRF loan and the repaired out of the respected utility funds



City of Ionia Capital Improvement Project

Fiscal Year: 27-28

Project Title: W. Main Street - Full Depth Pavement Removal

Department: Public Works

Project Description: Undertake full depth pavement removal with spot sub-grade repairs on W. Main Street from Dexter Street (M-66) to west City limit. The current road surface is reaching the end of its useful life and showing signs of significant deterioration. Sidewalk ramps will also be reconstructed to the current ADA standard. Total project distance is 0.562 miles.

Project Impact/Benefit: Full depth pavement removal with spot sub-grade repairs is expected to last 20-25 years and will improve vehicular travel. New ADA sidewalk ramps will improve community accessibility.

Operating Fund Impact: New infrastructure will reduce the maintenance burden on the City's Major Street Fund and decrease wear and tear on City plow trucks and other maintenance vehicles.

Estimated Cost: \$ 625,000.00

Funding Source for this project: Major Street Fund - \$625,000



City of Ionia Capital Improvement Project

Fiscal Year:	27 - 28	Project Title:	Adams Street parking lot resurfacing
Department:	DDA		
Project Description:	Parking lot re-surfacing is routine maintenance to prevent surface from further deterioration. Once re-surface is complete, the lot will require striping.		
Project Impact/Benefit:	Re-surfacing will prevent asphalt from further deterioration and provide a solid smooth surface for vehicle and foot traffic. This lot is heavily utilized by businesses, patrons, and residents.		
Operating Fund Impact:	\$100,000.00		
Estimated Cost:	\$ 100,000.00		
Funding Source for this project:	General Fund.		



City of Ionia Capital Improvement Project

Fiscal Year: 27-28 **Project Title:** Garage - interior walls upgrade

Department: Dial-A-Ride

Project Description: Seal and repaint the garage walls.
Approximately 1,884 sq ft of wall space.

Project Impact/Benefit: Seal and repaint the garage walls to help to maintain appearance of the building. This project will also eliminate accumulated exhaust grime, which can break down wall materials.

Operating Fund Impact: Negligible

Estimated Cost: \$ 100,000.00

Funding Source for this project: \$80,000 Federal Capital Grant
\$20,000 State Capital Grant



City of Ionia Capital Improvement Project

Fiscal Year: 27-28

Project Title: Office Equipment - Phone System

Department: Dial-A-Ride

Project Description: Update ShoreTel Phone System.

Project Impact/Benefit: Update ShoreTel phone system that has met its useful life.

Operating Fund Impact: Negligible operating budget impact.

Estimated Cost: \$ 10,000.00

Funding Source for this project: \$8,000 Federal Capital Grant
\$2,000 State Capital Grant



City of Ionia Capital Improvement Project

Fiscal Year: 27-28

Project Title: Information Technology Replacements 27-28

Department: Information Technology

Project Description:

- Office Computer Replacement at DPU (2)
- Copiers (2)
 - *City Hall(1) *Public Safety (1)
- In Car Camera (2)

Project Impact/Benefit: Maintain equipment on a good replacement cycle to assure optimum performance for technology. Computers are replaced every 5 years. In car cameras are replaced every 10 years. Copiers are replaced every 7 years.

Operating Fund Impact: Reduced maintenance and potential downtime are expected following new purchase.

Estimated Cost: \$ 42,000.00

Funding Source for this project: General Fund \$32,000
DPU \$5,000
Parks and Recreation \$5,000



Fiscal Year 2028-2029 Projects by Department		
Department	Project Title	Cost
City Hall	Insulate Attic	\$ 40,000
Central Garage	2015 Freightliner 114SD Catch Basin Truck - ST11	625,000
Public Safety	Patrol Vehicle Replacements	69,000
Public Safety	Structural Firefighting Turnout Gear Replacement	17,500
Public Safety	Administrative Vehicle	35,000
Parks & Recreation	Steele Street Park - Phase 2	800,000
DPU - Water	Clean/Rehabilitate Wells	160,000
DPU - Water	Replace Larger Water Meters	35,000
IRUA	South Ionia Lift Station Pump Replacement	160,000
IRUA	Boiler Replacement	100,000
IRUA	Pickup Truck Replacement	60,000
IRUA	Grit Blower Replacement	50,000
Theatre	Theatre Restrooms Upgrades	58,000
Street Improvements	Adams Street Reconstruction 0.691 Miles	4,100,000
Street Improvements	Depot, Hudson, Kidd & Steele (Washington to Adams) 0.4350 Miles	310,000
DDA	Downtown Holiday decoration replacement	35,000
Dial-A-Ride	Vehicle Replacement	168,500
Dial-A-Ride	Bus Wash Equipment	30,000
Dial-A-Ride	Network Printer Replacement	7,000
Information Technology	Patrol Vehicle Laptops/Tablets	5,000
Information Technology	Office Computer Replacement - Theatre	1,500
Information Technology	Field Laptop for GIS	4,000
Information Technology	Office Computer Replacement - DPU	1,500
Grand Total		\$ 6,872,000
Fiscal Year 2028-2029 Projects by Funding Source		
	General Fund	\$ 208,500
	Local Street	310,000
	Park and Recreation Fund	400,000
	Water Fund	2,245,000
	Sewer Fund	2,050,000
	IRUA Fund	370,000
	Central Garage Fund	625,000
	Theatre Fund	58,000
	Grants	605,500
Grand Total		\$ 6,872,000

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City of Ionia Capital Improvement Project

Fiscal Year: 28-29 **Project Title:** Insulate Attic

Department: City Hall - Building & Grounds

Project Description: Insulate attic to provide better energy savings, also properly close off and vent eaves to keep out the birds.

Project Impact/Benefit: Increase efficiency within City Hall

Operating Fund Impact: Reduce utility bills

Estimated Cost: \$ 40,000.00

Funding Source for this project: General Fund



City of Ionia Capital Improvement Project

Fiscal Year: 28-29

Project Title: 2015 Freightliner 114SD Catch Basin Truck - ST11

Department: Central Garage

Project Description:

Replace essential equipment necessary to clean & maintain sewer infrastructure throughout the city. Current truck would be approximately 13 years old.
Approximate Mileage: 12,000

Project Impact/Benefit:

Ensure equipment in good repair, avoid expensive maintenance costs associated with equipment retained beyond its useful life.

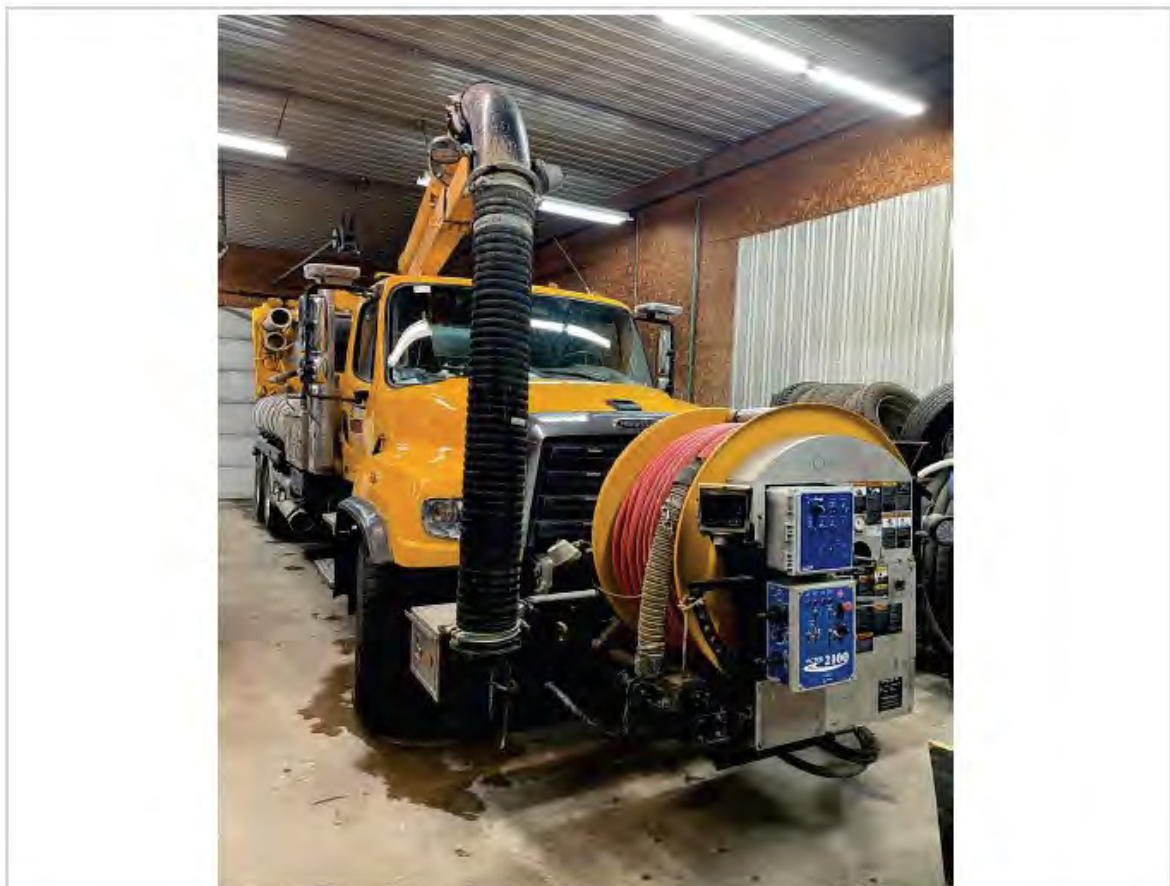
Operating Fund Impact:

New equipment typically reduces operating maintenance expenses by \$1,000 per year. Selling of old equipment will offset the expenditure in the Central Garage Fund.

Estimated Cost:

\$ 625,000.00

Funding Source for this project: Central Garage



City of Ionia Capital Improvement Project

Fiscal Year: 28-29 **Project Title:** Administrative Vehicle

Department: Public Safety

Project Description: Purchase one new administrative vehicle for use by the Director. This purchase will likely be a civilian package Ford Explorer or Chevrolet Tahoe. Director is expected to report at all times to significant emergency events and vehicle is required for this purpose.

Project Impact/Benefit: The current admin vehicle is a 2022 Ford Explorer XLT. Upon purchasing a new vehicle, the current vehicle will be transitioned to use by the Detective. The current Detective vehicle, a 2017 Ford Taurus, would then be transitioned to a training vehicle. The current training vehicle is a 2011 Ford Taurus and would be sold at auction.

Operating Fund Impact: By replacing older vehicles with newer vehicles, we are less likely to have costly repairs. With an older vehicle, costly mechanical issues are likely to arise, which could significantly impact the vehicle repair and maintenance budget for Public Safety.

Estimated Cost: \$ 35,000.00

Funding Source for this project: General Fund



City of Ionia Capital Improvement Project

Fiscal Year: 28-29

Project Title: Patrol Vehicle Replacement

Department: Public Safety

Project Description:

Purchase one new Patrol Vehicle (Chevrolet Tahoe) and equipment changeover costs.

Chevrolet Tahoe - \$61,000

Equipment Changeover - \$8,000

Project Impact/Benefit:

Purchasing new vehicles allows officers to operate safe and dependable vehicles while performing Police, Fire, and Emergency Medical Responder duties. The vehicles are cycled through front line use, then moved to secondary use and / or specialty unit use (SRO, Code Enforcement, Township). Vehicles are usually sold at auction at the five year mark.

Operating Fund Impact:

By replacing older vehicles with newer vehicles we are less likely to have costly repairs, and the newer vehicles are coming with 100,000 mile warranties on drivetrains, which is where the breakdowns typically happen when they do occur.

Estimated Cost:

\$ 69,000.00

Funding Source for this project: General Fund



City of Ionia Capital Improvement Project

Fiscal Year: 28-29 **Project Title:** Structural Firefighting Turnout Gear Replacement

Department: Public Safety

Project Description: Replace structural firefighting turnout gear at 10 years of service, per NFPA Standards (5 sets). $\$3,500 \times 5 = \$17,500$

Project Impact/Benefit: Keeps personnel safe in firefighting duties and City in compliance with NFPA Standards

Operating Fund Impact: Negligible

Estimated Cost: \$ 17,500.00

Funding Source for this project: General Fund



City of Ionia Capital Improvement Project

Fiscal Year: 28-29

Project Title: Steele Street Park Phase 2

Department: Recreation

Project Description: Steele Street Park will be located on the 7.8 acre former K-Mart shopping center site, which is currently vacant. It will serve as a multi-purpose sports complex that includes softball and t-ball fields, pickleball courts, beach volleyball court, a playground, restroom/storage/concessions building and a parking lot. Phase II will finish portions of the park not accomplished in Phase I

Project Impact/Benefit: Steele Street Park will provide recreational facilities currently unavailable with in the City of Ionia, consistent with the city's park and recreation plan.

Operating Fund Impact:

Total - \$49,700	Building Maint. - \$5,000
Water - \$7,000	Field Preparation - \$5,000
Electric - \$2,700	
Mowing/ Parking Lot Maint. - \$20,000	
Concessions Operations - \$10,000	

Estimated Cost: \$ 800,000.00

Funding Source for this project: Trust Fund DNR Grant 400,000
City Match 400,000



City of Ionia Capital Improvement Project

Fiscal Year: 28-29

Project Title: Clean/Rehabilitate Wells

Department: Department of Public Utilities

Project Description:

It is necessary to clean and rehabilitate wells to assure optimum performance. Wells should be cleaned and rehabilitated approximately every five years. The city plans to clean/rehabilitate two wells a year. Each well is inspected annually by the contractor to determine which well should be cleaned.

Project Impact/Benefit:

Increased reliability and decreased chances for downtime or well failure.

Operating Fund Impact:

Reduced likelihood of expensive, unplanned well repairs.

Estimated Cost:

\$ 160,000.00

Funding Source for this project: Water Fund



City of Ionia Capital Improvement Project

Fiscal Year: 28-29

Project Title: Replace 1991 Boiler

Department: WWTP

Project Description: Replace 1991 Boiler

There are three boilers that heats the anaerobic digester and the treatment plant.

Parts are no longer available

Project Impact/Benefit: Updated equipment and increased reliability and efficiency.

Operating Fund Impact: Reduces maintenance costs

Estimated Cost: \$ 100,000.00

Funding Source for this project: IRUA Fund
Potential rebate due to energy efficiency



City of Ionia Capital Improvement Project

Fiscal Year: 28-29 **Project Title:** Grit Blower Replacement

Department: Ionia Regional Utilities Authority

Project Description: Replacement of (2) aging Roots Grit Blowers that are roughly 20-25 years old. The blowers supply air to remove grit from screened wastewater in the aerated grit chamber. The air accelerates heavier particles allowing them to drop out to the bottom of the tank.

Project Impact/Benefit: Updated equipment and increased reliability and efficiency.

Operating Fund Impact: Reduced maintenance costs

Estimated Cost: \$ 50,000.00

Funding Source for this project: IRUA Fund
Potential rebate due to energy efficiency



City of Ionia Capital Improvement Project

Fiscal Year: 28-29 **Project Title:** South Ionia Lift Station Pump Replacements

Department: Ionia Regional Utilities Authority

Project Description: Replace (2) 2007 South Ionia Lift Station Pumps

These pumps have exceeded their useful life and repair parts are no longer available. They move waste water from the lift station to the WWTP for treatment.

Project Impact/Benefit: Increased system reliability

Operating Fund Impact: Reduced maintenance costs

Estimated Cost: \$ 160,000.00

Funding Source for this project: IRUA Fund



City of Ionia Capital Improvement Project

Fiscal Year: 28-29 **Project Title:** Pickup Truck Replacement

Department: Ionia Regional Utilities Authority

Project Description: Replace 2015 Pickup Truck. Pickup trucks are used by department staff to drive throughout the city to service the sanitary sewer collection system, lift stations and complete associated maintenance and monitoring activities.

Project Impact/Benefit: Replace aging pickup truck.

Operating Fund Impact: Reduced maintenance expense associated with an aged vehicle. Replaced vehicle will be auctioned to offset purchase price.

Estimated Cost: \$ 60,000.00

Funding Source for this project: IRUA



City of Ionia Capital Improvement Project

Fiscal Year: 28-29

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: \$ 58,000.00

Funding Source for this project: Theatre Fund



City of Ionia Capital Improvement Project

Fiscal Year: 28-29

Project Title: Adams Street Reconstruction

Department: Public Works

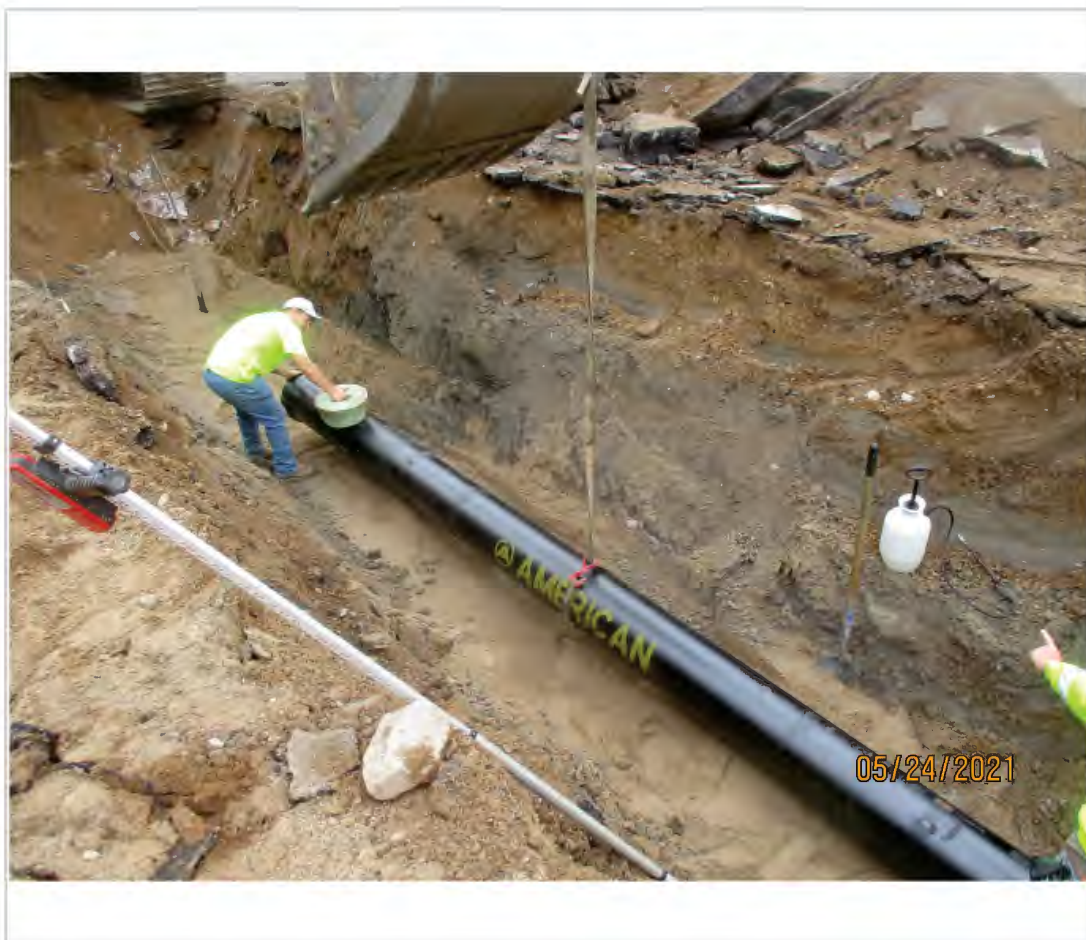
Project Description: Undertake complete reconstruction of street surface and all underground utilities, plus curb and gutter and sidewalk replacement as needed on Adams Street from Dexter Street to Jackson Street. The current infrastructure is reaching the end of its useful life. Total reconstruction distance is 0.691 miles.

Project Impact/Benefit: Reconstruction will result in all new underground infrastructure (watermain, sanitary sewer, storm sewer), street surface and ancillary infrastructure (curb, gutter and sidewalks) to improve vehicular/pedestrian travel and extend the life of the water distribution and stormwater/sanitary sewer collection systems.

Operating Fund Impact: New infrastructure will reduce the maintenance burden on the City's Major Street Fund, plus Water and Sewer Funds.

Estimated Cost: \$ 4,110,000.00

Funding Source for this project: Water Fund - \$ 2,918,100
Sewer Fund - \$ 1,191,900
Possible grant that would reduce some expense to the utility funds. If grant funds are not awarded the project will be funded by SRF loan and the repaired out of the respected utility funds



City of Ionia Capital Improvement Project

Fiscal Year: 28-29

Project Title: Street Projects 28-29

Department: Public Works

Project Description: Street mill and fill for the following streets:

Local Street Fund

- Depot, Hudson, Kidd, and Steele (Washington to Adams) 0.435 Miles

Project Impact/Benefit: Improve the overall road surface to enhance driving conditions and reduce auto repairs related to road surface defects.

Operating Fund Impact: Reduced maintenance and repair costs are expected following new surfacing.

Estimated Cost: \$ 310,000.00

Funding Source for this project: Local Street Fund \$310,000



City of Ionia Capital Improvement Project

Fiscal Year: 28-29

Project Title: Holiday Decoration Replacement

Department: DDA

Project Description: General replacement of downtown holiday decorations - garland wraps, wreaths and tree lights.

Project Impact/Benefit: Holiday decorations in the downtown business district promote the shopping season while creating a sense of place.

Operating Fund Impact: \$35,000.00

Estimated Cost: \$ 35,000.00

Funding Source for this project: General Fund



City of Ionia Capital Improvement Project

Fiscal Year: 28-29 **Project Title:** Bus Wash Equipment Replacement

Department: Dial-A-Ride

Project Description: Replace the bus wash equipment that has exceeded it's useful life.

Project Impact/Benefit: The system has needed more repairs more frequently. Newer equipment will also increase efficiency.

Operating Fund Impact: Reduced maintenance/repair expense associated with new equipment.

Estimated Cost: \$ 30,000.00

Funding Source for this project: \$24,000 Federal Capital Grant
\$6,000 State Capital Grant



City of Ionia Capital Improvement Project

Fiscal Year: 28-29

Project Title: Network Printer Replacement

Department: Dial-A-Ride

Project Description: Routine replacement of the Network printer that has met its useful life. Technology is on a 5 year replacement cycle. The plan is to purchase with standard equipment warranty.

Project Impact/Benefit: Routine replacement based on the Federal/State Replacement Cycle ensures technology is kept up to date, efficient, and cost effective.

Operating Fund Impact: Reduced maintenance/repair expense associated with new equipment.

Estimated Cost: \$ 7,000.00

Funding Source for this project: \$5,600 Federal Capital Grant
\$1,400 State Capital Grant



City of Ionia Capital Improvement Project

Fiscal Year: 28-29

Project Title: Vehicle Replacement - DART 15

Department: Dial-A-Ride

Project Description: Routine replacement of ETransit DART 15 that has met its useful life. The vehicles are on a 7 year/100,000 mile replacement cycle.

Project Impact/Benefit: Routine replacement based on the Federal/State Replacement Cycle ensures the safety of the vehicles and keeps maintenance costs as low as possible.

Operating Fund Impact: Reduced mechanical/maintenance expense.

Estimated Cost: \$ 168,500.00

Funding Source for this project: \$134,800 Federal Capital Grant
\$33,700 State Capital Grant



City of Ionia Capital Improvement Project

Fiscal Year: 28-29

Project Title: Information Technology Replacements 28-29

Department: Information Technology

Project Description:

- Patrol Vehicle Laptops/Tablets (1)
- Office Computer Replacement (2)
 - *DPU (1) *Theatre (1)
- Field Laptop for GIS (1)

Project Impact/Benefit: Maintain equipment on a good replacement cycle to assure optimum performance for technology. Computers, laptops and servers are replaced every 5 years.

Operating Fund Impact: Reduced maintenance and potential downtime are expected following new purchase.

Estimated Cost: \$ 12,000.00

Funding Source for this project: General Fund \$5,000
DPU \$5,500
Theatre \$1,500



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City of Ionia Capital Improvement Project

Fiscal Year: 29-30

Project Title: Electrical/Lighting Upgrades

Department: City Hall - Building & Grounds

Project Description: It is necessary to upgrade electrical/lighting throughout City Hall on a regular schedule to maintain operational equipment. New fixtures will utilize LED where possible to reduce energy consumption.

Project Impact/Benefit: Increased reliability and efficiency.

Operating Fund Impact: Reduces maintenance costs and utility bills.

Estimated Cost: \$ 85,000.00

Funding Source for this project: General Fund



City of Ionia Capital Improvement Project

Fiscal Year: 29-30

Project Title: 2015 Front end Loader Cat 924K - ST-12

Department: Central Garage

Project Description:

Replacing the front end loader that is essential for excavation and loading salt trucks. Current truck would be approximately 15 years old
Approximate Hours: 3500

Project Impact/Benefit:

Ensure equipment in good repair, avoid expensive maintenance cost associated with equipment retained beyond its usefull life.

Operating Fund Impact:

New equipment typically reduces operating maintnenance expensies by \$1000 per year. Selling of old equipment will offset the expenditure in the central garage

Estimated Cost:

\$ 225,000.00

Funding Source for this project: Central Garage



City of Ionia Capital Improvement Project

Fiscal Year: 29-30

Project Title: Patrol Vehicle Replacement

Department: Public Safety

Project Description: Purchase one new Patrol Vehicles (Chevrolet Tahoe) and equipment changeover costs.

Chevrolet Tahoe - \$62,000

Equipment Changeover - \$8,000

Project Impact/Benefit: Purchasing new vehicles allows officers to operate safe and dependable vehicles while performing Police, Fire, and Emergency Medical Responder duties. The vehicles are cycled through front line use, then moved to secondary use and / or specialty unit use (SRO, Code Enforcement, Township). Vehicles are usually sold at auction at the five year mark.

Operating Fund Impact: By replacing older vehicles with newer vehicles we are less likely to have costly repairs, and the newer vehicles are coming with 100,000 mile warranties on drivetrains, which is where the breakdowns typically happen when they do occur.

Estimated Cost: \$ 70,000.00

Funding Source for this project: General Fund



City of Ionia Capital Improvement Project

Fiscal Year: 29-30 **Project Title:** Structural Firefighting Turnout Gear Replacement

Department: Public Safety

Project Description: Replace structural firefighting turnout gear at 10 years of service, per NFPA Standards (4 sets). $\$3,750 \times 4 = \$15,000$

Project Impact/Benefit: Keeps personnel safe in firefighting duties and City in compliance with NFPA Standards

Operating Fund Impact: Negligible

Estimated Cost: \$ 15,000.00

Funding Source for this project: General Fund



City of Ionia Capital Improvement Project

Fiscal Year: 29-30

Project Title: McCann Park Improvements

Department: Recreation

Project Description: Improvements to McCann Park will include installing edging and safety surfacing around the playground equipment, adding new play equipment, and ADA accessible pathways. Cost will be estimated until architects and consultants produce a concept and related estimate.

Project Impact/Benefit: McCann Park is showing its age and is in need of significant upgrade to remain functional and safe.

Operating Fund Impact: No additional operating costs are anticipated due to reduced maintenance of aged equipment.

Estimated Cost: \$ 400,000.00

Funding Source for this project: MNRTF Grant - \$200,000
City match (Parks Facilities Improvement Fund) - \$200,000



City of Ionia Capital Improvement Project

Fiscal Year: 29-30

Project Title: Skate Park Improvements

Department: Recreation

Project Description: Updating and renovation of the skate park. Evaluation and analysis of what type of renovations should be made has to get be completed. Cost will depend on the evaluation and estimates from architects and consultants.

Project Impact/Benefit: Updating the current skate park area will serve individuals with interests is skateboarding. This will result in an area that is fun and current with skateboarders and discourage use of other areas of the city that are inappropriate.

Operating Fund Impact: Minimal change with current operating fund

Estimated Cost: \$ 500,000.00

Funding Source for this project: General Fund - \$250,000
DNR Grant - \$225,000
Possible Sponsor Donations - \$25,000



City of Ionia Capital Improvement Project

Fiscal Year: 29-30

Project Title: Clean/Rehabilitate Wells

Department: Department of Public Utilities

Project Description: It is necessary to clean and rehabilitate wells to assure optimum performance. Wells should be cleaned and rehabilitated approximately every five years. The city plans to clean/rehabilitate two wells a year. Each well is inspected annually by the contractor to determine which well should be cleaned.

Project Impact/Benefit: Increased reliability and decreased chances for downtime or well failure.

Operating Fund Impact: Reduced likelihood of expensive, unplanned well repairs.

Estimated Cost: \$ 170,000.00

Funding Source for this project: Water Fund



City of Ionia Capital Improvement Project

Fiscal Year: 29-30

Project Title: Replace Standby Generator at Wells 12A/13A

Department: Department of Public Utilities

Project Description: Replace 40+ year old standby power generator. The generator is utilized during power outages to provide continuous drinking water operation to Well(s) 12A and 13A, which are in the High Pressure Area of the City wellfield.

Project Impact/Benefit: Increased generator reliability and reduced costs associated with maintenance.

Operating Fund Impact: Reduced maintenance expenses and unanticipated repairs on aging generator.

Estimated Cost: \$ 80,000.00

Funding Source for this project: Water Fund



City of Ionia Capital Improvement Project

Fiscal Year: 29-30 **Project Title:** Replace Larger Water Meters

Department: Department of Public Utilities

Project Description: Replace approximately 9 larger water meters.

The department will purchase meters ranging from 2" or larger up to 8" meters.

Cost range is from \$2,000 - \$9,000 depending on the size of the meter.

Project Impact/Benefit: Improve accuracy and efficiency in readings, increase customer confidence and satisfaction.

Operating Fund Impact: Reduce meter repair expenses.

Estimated Cost: \$ 35,000.00

Funding Source for this project: Water Fund



City of Ionia Capital Improvement Project

Fiscal Year: 29-30 **Project Title:** Skidsteer Replacement

Department: Ionia Regional Utilities Authority

Project Description: Replace 2003 New Holland LS170 Skidsteer

The Skidsteer is used daily to move grit hoppers and chemicals from storage areas to areas of use.

Project Impact/Benefit: Increased reliability and efficiency.

Operating Fund Impact: Reduces maintenance costs and better part availability. 2003 Skidsteer will be sent off to auction to help offset costs of new unit.

Estimated Cost: \$ 75,000.00

Funding Source for this project: IRUA Fund



City of Ionia Capital Improvement Project

Fiscal Year: 29-30 **Project Title:** Pickup Truck Replacement

Department: Ionia Regional Utilities Authority

Project Description: Replace 2019 Pickup Truck. Pickup trucks are used by department staff to drive throughout the city to service the sanitary sewer collection system, lift stations and complete associated maintenance and monitoring activities.

Project Impact/Benefit: Replace aging pickup truck.

Operating Fund Impact: Reduce maintenance expense associated with an aged vehicle. Replaced vehicle will be auctioned to offset purchase price.

Estimated Cost: \$ 60,000.00

Funding Source for this project: IRUA



City of Ionia Capital Improvement Project

Fiscal Year: 29-30 **Project Title:** WWTP Building Window Replacement

Department: Ionia Regional Utilities Authority

Project Description: Replace (14) windows at the WWTP. Current windows are over 40 years old and are starting to fail. Parts to repair the windows have become unavailable and slight leaking has started. The windows are located in the administration building and maintenance garage.

Project Impact/Benefit: Increased efficiency and dependability.

Operating Fund Impact: Reduced maintenance expenses and leakage with increased energy efficiency.

Estimated Cost: \$ 70,000.00

Funding Source for this project: IRUA



City of Ionia Capital Improvement Project

Fiscal Year:	29-30	Project Title:	WWTP Building Window Replacement
Department:	Ionia Regional Utilities Authority		
Project Description:	Replace (14) windows at the WWTP. Current windows are over 40 years old and are starting to fail. Parts to repair the windows have become unavailable and slight leaking has started. The windows are located in the administration building and maintenance garage.		
Project Impact/Benefit:	Increased efficiency and dependability.		
Operating Fund Impact:	Reduced maintenance expenses and leakage with increased energy efficiency.		
Estimated Cost:	\$ 70,000.00		
Funding Source for this project:	IRUA		



City of Ionia Capital Improvement Project

Fiscal Year: 29-30 **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: \$ 110,000.00

Funding Source for this project: Grant \$15,000
Operating Fund \$95,000



City of Ionia Capital Improvement Project

Fiscal Year: 29-30

Project Title: Street Projects 29-30

Department: Public Works

Project Description:

Street mill and fill for the following streets:

Local Street Fund

- Harrison Street (East of Cleveland) 0.099 Miles
- Foxtail and Timber Ridge 0.215 Miles
- Oakwood Ct. (Ridgewood Dr. to End) .061 Miles
- Oakwood Dr. (Ridgewood Dr. to End) .048 Miles
- Ridgewood Ct. (Ridgewood Dr. to End) .103 Miles
- Ridgewood Dr. (Fargo St. to End) .280 Miles

Project Impact/Benefit:

Improve the overall road surface to enhance driving conditions and reduce auto repairs related to road surface defects.

Operating Fund Impact:

Reduced maintenance and repair costs are expected following new surfacing.

Estimated Cost:

\$ 569,500.00

Funding Source for this project: Local Street Fund \$569,500



City of Ionia Capital Improvement Project

Fiscal Year: 29-30

Project Title: Gateway Park Development

Department: DDA

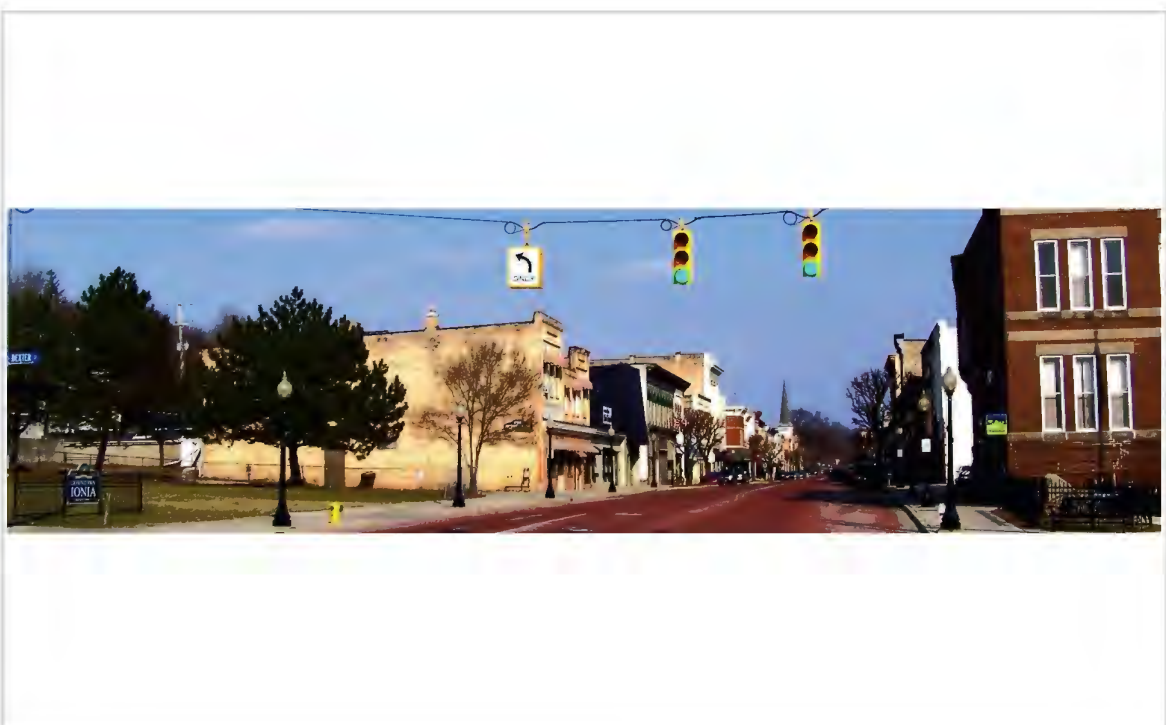
Project Description: Development of Gateway Park area located on the corner of Dexter and Main.

Project Impact/Benefit: Vacant lot is the gateway to the downtown shopping district and is currently underutilized. The area lacks appeal, sense of place and does provide a positive gateway to the business district.

Operating Fund Impact: DDA, General Fund and grant funding to complete project. \$75,000 to \$100,000 to be earmarked with balance from General Fund.

Estimated Cost: \$ 250,000.00

Funding Source for this project: General Fund and grant funding.



City of Ionia Capital Improvement Project

Fiscal Year: 29-30

Project Title: Dispatch Software Upgrade

Department: Dial-A-Ride

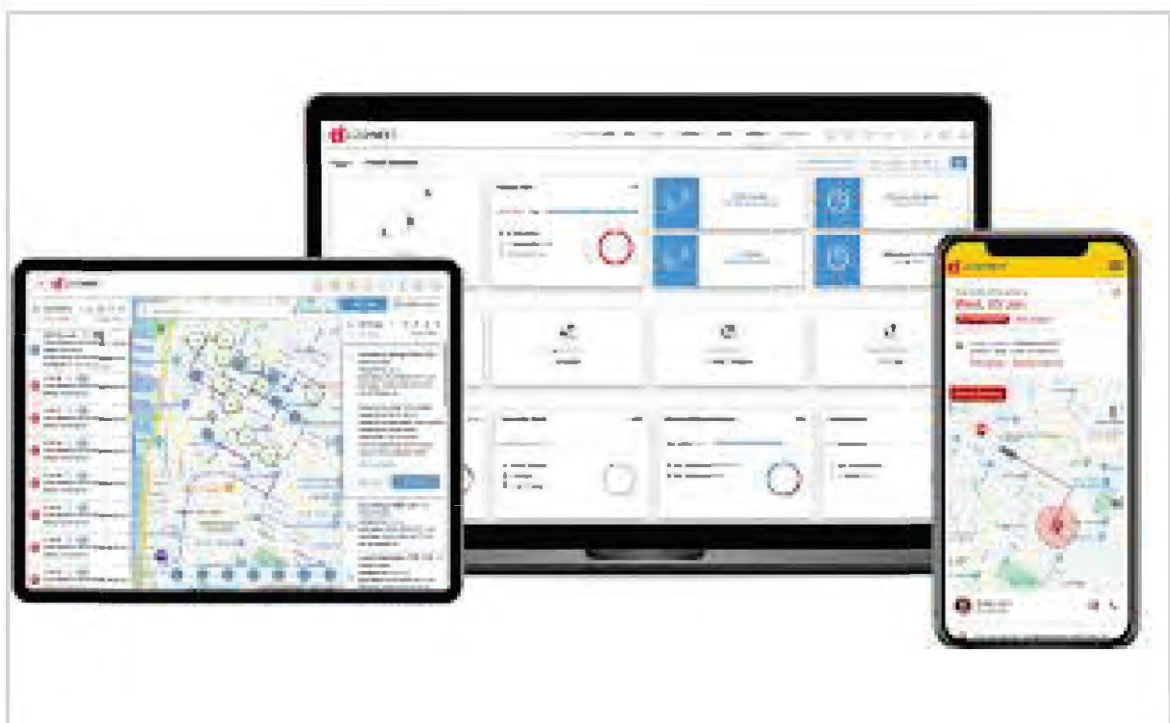
Project Description: Replace and upgrade dispatch software that has met its useful life. Technology for scheduling and dispatch software is rapidly changing. To increase efficiency and capacity, software is replaced every 5 years.

Project Impact/Benefit: Routine replacement based on the Federal/State Replacement Cycle ensures technology is kept up to date, working properly, and efficiency provides most cost effective operations.

Operating Fund Impact: Negligible, but potential efficiencies gained in dispatching operations resulting in enhanced customer service.

Estimated Cost: \$ 150,000.00

Funding Source for this project: \$120,000 Federal Capital Grant
\$30,000 State Capital Grant



City of Ionia Capital Improvement Project

Fiscal Year: 29-30 **Project Title:** Garage Door Replacement

Department: Dial-A-Ride

Project Description: Replace damaged and worn garage door panels and update garage door openers.

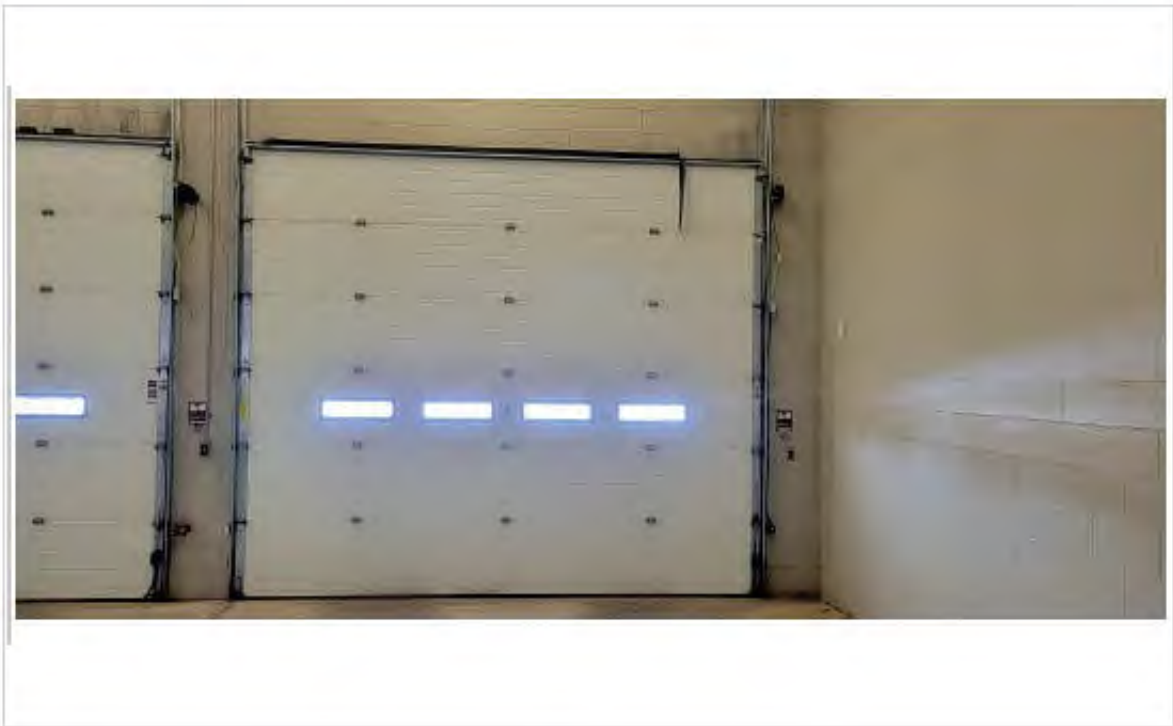
-Several openers are original to the building/addition.

Project Impact/Benefit: Replace damaged and worn garage door panels and update garage door openers to help to maintain the structural integrity of the building and improve appearance.

Operating Fund Impact: Minor reduction in maintenance expense.

Estimated Cost: \$ 40,000.00

Funding Source for this project: \$32,000 Federal Capital Grant
\$8,000 State Capital Grant



City of Ionia Capital Improvement Project

Fiscal Year: 29-30

Project Title: Information Technology Replacements 29-30

Department: Information Technology

Project Description:

- Patrol Vehicle Laptops/Tablets (1)
- Office Computer Replacement (3)
 - *DPU (1) *Theatre (1) *DDA (1)
- Field Laptop for GIS (1)
- Switches for network

Project Impact/Benefit:

Maintain equipment on a good replacement cycle to assure optimum performance for technology. Computers, laptops and servers are replaced every 5 years.

Operating Fund Impact:

Reduced maintenance and potential downtime are expected following new purchase.

Estimated Cost:

\$ 25,000.00

Funding Source for this project: General Fund \$19,000

DPU \$4,500

Theatre \$1,500



Fiscal Year 2030-2031 Projects by Department		
Department	Project Title	Cost
Central Garage	2015 Ford F-250 ST20	\$ 55,000
Public Safety	Patrol Vehicle Replacements	71,000
Public Safety	Structural Firefighting Turnout Gear Replacement	11,250
Parks & Recreation	Fred Thwaites Pedestrian Bridge Phase 2	968,090
DPU - Water	Clean/Rehabilitate Wells	150,000
DPU - Water	Rehabilitation of Interior of Cyrus Storage Tank	60,000
DPU - Water	Replace Larger Water Meters	35,000
IRUA	Clarifer Walkway Surface Replacement	50,000
IRUA	Pickup Truck Replacement	60,000
IRUA	WWTP Standby Generator Replacement	350,000
Theatre	Dressing room area wall and roof repairs	80,000
Street Improvements	Rice St. (Lincoln Ave. to Yeomans St.) 0.248 Miles	163,000
Street Improvements	E. Washington St. (Jefferson St. to East City Limit) 0.508 Miles	334,000
Street Improvements	Cleveland Street (East Main St. to Bridge) 0.533	550,000
Street Improvements	Morse Street (Lincoln Avenue to Washington St) 0.177	110,000
Street Improvements	Pearl Street (Lincoln Avenue to Lafayette Street) 0.121	75,000
DDA	Washington/ Steele Street (east lot) Resurfacing & Expansion	500,000
Dial-A-Ride	Update Communication Tower Equipment	100,000
Dial-A-Ride	Update Entry Keypads	13,000
Information Technology	Office Computer Replacement - Theatre	1,500
Information Technology	Office Computer Replacement - City Hall	47,500
Information Technology	Office Computer Replacement - Parks and Recreation	3,000
Information Technology	Office Computer Replacement - DPW	4,000
Information Technology	Office Computer Replacement - DAR	4,000
Information Technology	City Tax Network Server	10,000
Grand Total		\$ 3,805,340
Fiscal Year 2029-2030 Projects by Funding Source		
	General Fund	\$ 652,250
	Major Street	\$ 1,047,000
	Local Street	185,000
	Park and Recreation Fund	568,090
	Water Fund	245,000
	IRUA Fund	460,000
	Central Garage Fund	55,000
	Theatre Fund	60,000
	Grants	528,000
	Donations/Fundraising	5,000
Grand Total		\$ 3,805,340

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City of Ionia Capital Improvement Project

Fiscal Year: 30-31

Project Title: 2015 Ford F-250 ST-20

Department: Central Garage

Project Description: Replacing a truck at the DPW. Current truck would be approximately 15 years old
Approximate Mileage: 30,000

Project Impact/Benefit: Ensure equipment in good repair, avoid expensive maintenance costs associated with equipment retained beyond its useful life.

Operating Fund Impact: New equipment typically reduces operating maintenance expenses by \$1,000 per year. Selling of old equipment will offset the expenditure in the Central Garage Fund.

Estimated Cost: \$ 55,000.00

Funding Source for this project: Central Garage



City of Ionia Capital Improvement Project

Fiscal Year: 30-31

Project Title: Patrol Vehicle Replacement

Department: Public Safety

Project Description: Purchase one new Patrol Vehicles (Chevrolet Tahoe) and equipment changeover costs.

Chevrolet Tahoe - \$63,000

Equipment Changeover - \$8,000

Project Impact/Benefit: Purchasing new vehicles allows officers to operate safe and dependable vehicles while performing Police, Fire, and Emergency Medical Responder duties. The vehicles are cycled through front line use, then moved to secondary use and / or specialty unit use (SRO, Code Enforcement, Township). Vehicles are usually sold at auction at the five year mark.

Operating Fund Impact: By replacing older vehicles with newer vehicles we are less likely to have costly repairs, and the newer vehicles are coming with 100,000 mile warranties on drivetrains, which is where the breakdowns typically happen when they do occur.

Estimated Cost: \$ 71,000.00

Funding Source for this project: General Fund



City of Ionia Capital Improvement Project

Fiscal Year: 30-31 **Project Title:** Structural Firefighting Turnout Gear Replacement

Department: Public Safety

Project Description: Replace structural firefighting turnout gear at 10 years of service, per NFPA Standards (3 sets). $\$3,750 \times 3 = \$11,250$

Project Impact/Benefit: Keeps personnel safe in firefighting duties and City in compliance with NFPA Standards

Operating Fund Impact: Negligible

Estimated Cost: \$ 11,250.00

Funding Source for this project: General Fund



City of Ionia Capital Improvement Project

Fiscal Year: 30-31 **Project Title:** Fred Thwaites Pedestrian Bridge - Phase 2

Department: Parks and Recreation

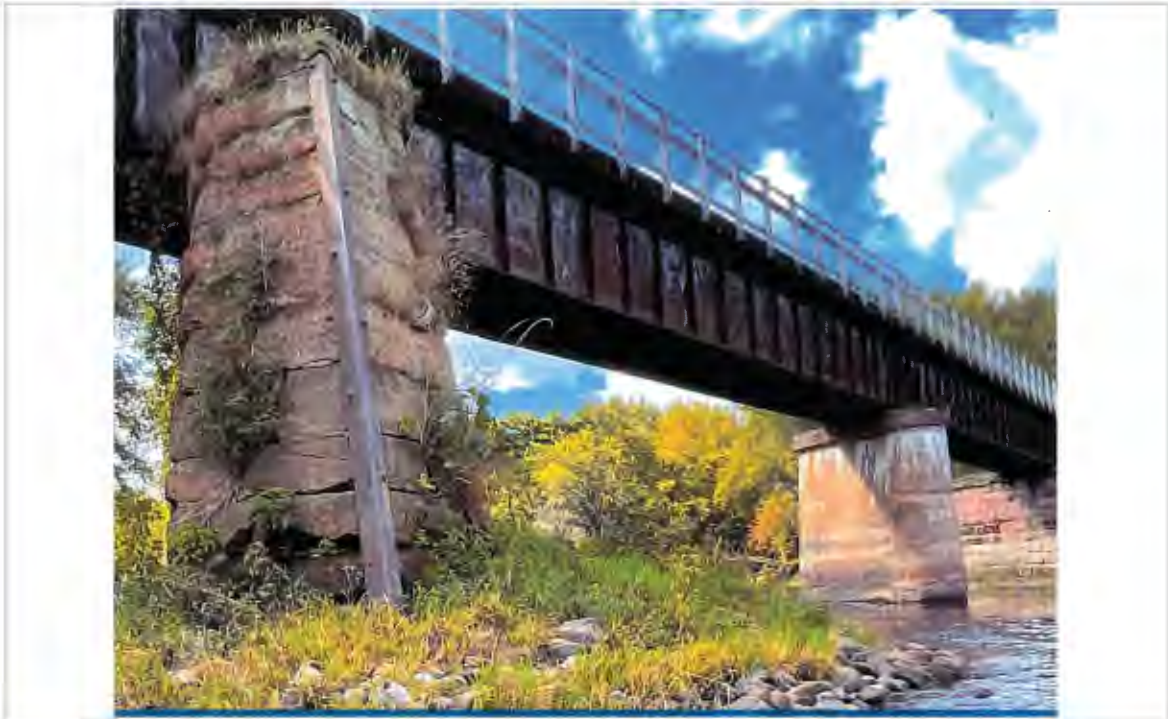
Project Description: The Fred Thwaites Pedestrian Bridge has been in place for decades with little structural maintenance during that time. A 2023 inspection of the bridge by Fishbeck Engineering identified multiple improvements necessary to maintain the structural integrity of the bridge. Phase II improvements include substructure repair (\$28,010 engineering, \$280,080 construction) and beam cleaning and coating (\$60,000 engineering, \$600,000 construction).

Project Impact/Benefit: Making these improvements will ensure the long-term structural integrity of this bridge.

Operating Fund Impact: Negligible.

Estimated Cost: \$ 968,090.00

Funding Source for this project: \$400,000 Land & Water Conservation Grant; \$568,090 General Fund



City of Ionia Capital Improvement Project

Fiscal Year: 30-31 **Project Title:** Rehabilitation of Interior of Cyrus Storage Tank

Department: Department of Public Utilities

Project Description: Rehabilitation of the interior surfaces of the Cyrus Street storage tank.
Process includes power washing tank interior, repairing any deficiencies in surface materials, and painting interior piping materials.

Project Impact/Benefit: Increase longevity of storage tank interior.

Operating Fund Impact: Negligible

Estimated Cost: \$ 60,000.00

Funding Source for this project: Water Fund



City of Ionia Capital Improvement Project

Fiscal Year: 30-31 **Project Title:** Replace Larger Water Meters

Department: Department of Public Utilities

Project Description: Replace approximately 9 larger water meters.

The department will purchase meters ranging from 2" or larger up to 8" meters.

Cost range is from \$2,000 - \$9,000 depending on the size of the meter.

Project Impact/Benefit: Improve accuracy and efficiency in readings, increase customer confidence and satisfaction.

Operating Fund Impact: Reduce meter repair expenses.

Estimated Cost: \$ 35,000.00

Funding Source for this project: Water Fund



City of Ionia Capital Improvement Project

Fiscal Year: 30-31

Project Title: Clean/Rehabilitate Wells

Department: Department of Public Utilities

Project Description:

It is necessary to clean and rehabilitate wells to assure optimum performance. Wells should be cleaned and rehabilitated approximately every five years. The city plans to clean/rehabilitate two wells a year. Each well is inspected annually by the contractor to determine which well should be cleaned.

Project Impact/Benefit:

Increased reliability and decreased chances for downtime or well failure.

Operating Fund Impact:

Reduced likelihood of expensive, unplanned well repairs.

Estimated Cost:

\$ 150,000.00

Funding Source for this project: Water Fund



City of Ionia Capital Improvement Project

Fiscal Year: 30-31 **Project Title:** Clarifer Walkway Surface Replacement

Department: Ionia Regional Utilities Authority

Project Description: Replace Clarifier Walkway Surfaces

The Clarifier Walkway Surfaces have began to fail and have become a safety issue. The surfaces are utilized for numerous maintenance projects and are used multiple times daily by employees.

Project Impact/Benefit: Increased safety and stability while these areas are being utilized by employees.

Operating Fund Impact: Reduced maintenance costs and increased safety for employees.

Estimated Cost: \$ 50,000.00

Funding Source for this project: IRUA Fund



City of Ionia Capital Improvement Project

Fiscal Year: 30-31 **Project Title:** Pickup Truck Replacement

Department: Ionia Regional Utilities Authority

Project Description: Replace 2022 Pickup Truck. Pickup trucks are used by department staff to drive throughout the city to service the sanitary sewer collection system, lift stations and complete associated maintenance and monitoring activities.

Project Impact/Benefit: Replace aging pickup truck.

Operating Fund Impact: Reduced maintenance expense associated with an aged vehicle. Replaced vehicle will be auctioned to offset purchase price.

Estimated Cost: \$ 60,000.00

Funding Source for this project: IRUA



City of Ionia Capital Improvement Project

Fiscal Year: 30-31

Project Title: WWTP Standby Generator Replacement

Department: Ionia Regional Utilities Authority

Project Description: Replace 1977 Detroit Diesel Standby Generator

The generator provides emergency power to the entire WWTP during power outages.

It has exceeded its useful life and parts are becoming increasingly hard to purchase.

Project Impact/Benefit: Increased efficiency and dependability during power outages, reduces likelihood of unit failure or downtime.

Operating Fund Impact: Reduced maintenance costs and increased fuel efficiency during power outages.

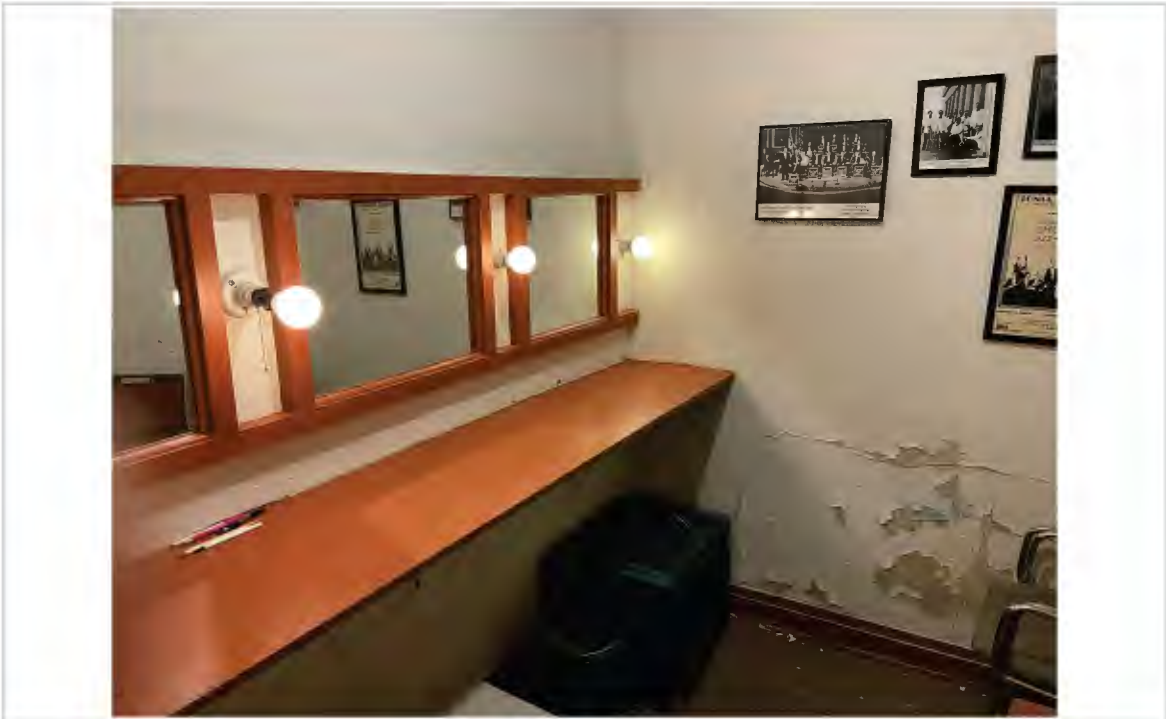
Estimated Cost: \$ 350,000.00

Funding Source for this project: IRUA Fund



City of Ionia Capital Improvement Project

Fiscal Year:	30-31	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:	\$ 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: 30-31

Project Title: Street Projects 3031

Department: Public Works

Project Description:

Street mill and fill for the following streets:

Major Street Fund

- Rice St. (Lincoln Ave. to Yeomans St.) .248 Miles
- E. Washington St. (Jefferson St. to East City Limit) .508 Miles
- Cleveland St. (East Main St. to Bridge) .533 Miles

Local Street Fund

- Morse St. (Lincoln Ave. to Washington St.) 0.177 Miles
- Pearl St. (Lincoln Ave. to Lafayette St.) 0.121 Miles

Project Impact/Benefit:

Improve the overall road surface to enhance driving conditions and reduce auto repairs related to road surface defects.

Operating Fund Impact:

Reduced maintenance and repair costs are expected following new surfacing.

Estimated Cost:

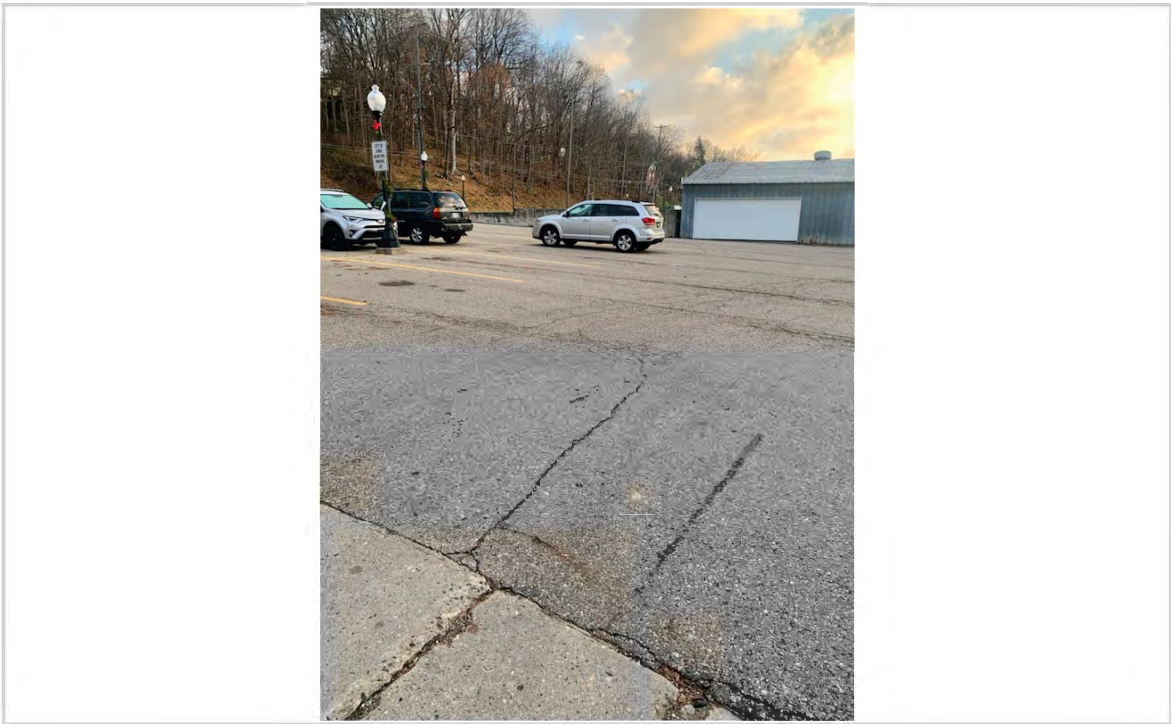
\$ 1,232,000.00

Funding Source for this project: Major Street Fund - \$1,047,000
Local Street Fund - \$185,000



City of Ionia Capital Improvement Project

Fiscal Year:	30-31	Project Title:	Washington Street / Steele Street (east) sealing and striping.
Department:	DDA		
Project Description:	Parking lot sealing and striping of entire Washington St / Steele Street - east - parking lot. Repair of sidewalk and entrance into lot from Steele Street entrance.		
Project Impact/Benefit:	Sealing will prevent surface from deterioration and provide solid smooth surface for vehicle traffic. This lot is heavily used by businesses, patrons and residents. Sidewalk / entry of lot from Steele Street is in need of full replacement.		
Operating Fund Impact:	\$60,000.00		
Estimated Cost:	\$ 60,000.00		
Funding Source for this project:	General Fund		



City of Ionia Capital Improvement Project

Fiscal Year: 30-31 **Project Title:** Update Communication Tower Equipment

Department: Dial-A-Ride

Project Description: Replace and update outdated communication equipment located off-site on Appletree Drive to enhance radio communication. Replace and update tower equipment (heating/cooling, warning systems, etc)

Project Impact/Benefit: Replacing and updating radio communication equipment will reduce maintenance costs and increase effectiveness of two-way radio communication.

Operating Fund Impact: Minor reduction in maintenance expense.

Estimated Cost: \$ 100,000.00

Funding Source for this project: \$80,000 Federal Capital Grant
\$20,000 State Capital Grant



City of Ionia Capital Improvement Project

Fiscal Year: 30-31 **Project Title:** Update Entry Keypads

Department: Dial-A-Ride

Project Description: Replace the entry door keypads that secure the building and track when/who is entering the building.

10 keypads x \$1,300 each = \$13,000

Project Impact/Benefit: Routine replacement of outdated security equipment ensures the safety and integrity of the building.

Operating Fund Impact: Negligible

Estimated Cost: \$ 13,000.00

Funding Source for this project: \$10,400 Federal Capital Grant
\$2,600 State Capital Grant



City of Ionia Capital Improvement Project

Fiscal Year: 30-31

Project Title: Information Technology Replacements 30-31

Department: Information Technology

Project Description:

-Office Computer Replacements (23)
*City Hall(10) *Recreation (2) *Public Safety (4) *DDA (1)
*DPW (3) *DAR(2) *Theatre (1)
-City Tax Network Server (1)

Project Impact/Benefit:

Maintain equipment on a good replacement cycle to assure optimum performance for technology. Computers and servers are replaced every 5 years.

Operating Fund Impact:

Reduced maintenance and potential downtime are expected following new purchase.

Estimated Cost:

70000

Funding Source for this project: General Fund \$57,500
DAR \$4,000
Theatre \$1,500
Central Garage \$4,000
Parks and Recreation \$3,000



City Of Ionia
FY 26-31 CAPITAL IMPROVEMENT PLAN

		Funding Source	Project Title	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	FY 30-31
City Hall		General Fund	Elevator	150,000					
		General Fund	HVAC Units	80,000					
		General Fund	Replace Windows			85,000			
		General Fund	Electrical/Lighting Upgrades					85,000	
		General Fund	Insulate Attic				40,000		
		Subtotals		230,000	-	85,000	40,000	85,000	-

DPW		Central Garage	2009 Hot Patch Trailer - ST43	45,000					
		Central Garage	2007 Sterling Acterra Hy-Ranger- ST59		400,000				
		Central Garage	1998 Lincoln Ranger Generator/Welder - ST37			12,000			
		Central Garage	2011 Ford F-550 - W1			100,000			
		Central Garage	2015 Freightliner 114SD Catch Basin Truck - ST11				625,000		
		Central Garage	2015 Front End Loader Cat 924K - ST12					225,000	
		Central Garage	2015 Ford F-250 ST20						55,000
		Subtotals		45,000	400,000	112,000	625,000	225,000	55,000

Public Safety		General Fund	Patrol Vehicle Replacements	65,000	66,000	135,000	69,000	70,000	71,000
		General Fund	Structural Firefighting Turnout Gear Replacement	15,000	14,000	7,000	17,500	15,000	11,250
		General Fund	Law Enforcement Drone	13,000					
		General Fund	Taser Replacement	60,000					
		General Fund	Glock Sidearm Replacement		28,000				
		General Fund	Replace Self Contained Breathing Apparatus (SCBA)			285,000			
		General Fund	Administrative Vehicle				35,000		
		Subtotals		153,000	108,000	427,000	121,500	85,000	82,250

PARKS & REC.		Parks & Recreation	Steele Street Park - Phase 1	932,300					
		Parks & Recreation	Steele Street Park - Phase 2				800,000		
		Parks & Recreation	McConnell Park Improvements		800,000				
		Parks & Recreation	Balice Park Improvements			400,000			
		Parks & Recreation	Fred Thwaites Pedestrian Bridge Phase 1			618,340			
		Parks & Recreation	Fred Thwaites Pedestrian Bridge Phase 2						968,090
		Parks & Recreation	McCann Park Improvements					400,000	
		Parks & Recreation	Armory Building Improvements - Carpet	20,800					
		Parks & Recreation	Armory Building Improvements - Roof	25,000					
		Parks & Recreation	Skate Park Improvements					500,000	
		Subtotals		978,100	800,000	1,018,340	800,000	900,000	968,090

		Funding Source	Project Title	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	FY 30-31
DEPARTMENT OF PUBLIC UTILITIES	WATER PRODUCTION & DISTRIBUTION	Water Fund	Clean/Rehabilitate Wells	150,000	150,000	150,000	160,000	170,000	150,000
		Water Fund	Repaint Lincoln Elevated Tank Exterior	50,000					
		Water Fund	Rehabilitation of Interior of Cyrus Storage Tank						60,000
		Water Fund	Replace 1999 Well #11A	200,000					
		Water Fund	Replace Back Flow Valves - Bellamy Creek	60,000					
		Water Fund	Water Main South Dexter		400,000				
		Water Fund	Replace 1982 Harter St. Controlling Pit	30,000					
		Water Fund	Lead Service Line Replacement	6,000,000					
		Water Fund	South Ionia Well Field Exploration	485,000					
		Water Fund	Replace 1980 Kimball Alley Controlling Pit		30,000				
		Water Fund	Repaint Exterior of 1 Million Gallon Tank			200,000			
		Water Fund	Replace Larger Water Meters		35,000			35,000	35,000
		Water Fund	Replace Standby Generator at Wells 12A/13A					80,000	
		Subtotals		6,975,000	615,000	350,000	160,000	285,000	245,000
		IRUA	Lawn Mower Replacement			15,000			
		IRUA	Clarifer Walkway Surface Replacement						50,000
		IRUA	100 hp Raw Sewage Pump Replacement		10,000				
		IRUA	Digester Recirculation Pumps (3x) Replacement		120,000				
		IRUA	South Ionia Lift Station Pump Replacement	75,000			160,000		
		IRUA	Service Van Replacement		55,000				
		IRUA	Bar Screen Replacement		75,000				
		IRUA	Boiler Replacement			200,000	100,000		
		IRUA	WWTP Lot Repaving	385,000					
		IRUA	Pickup Truck Replacement				60,000	60,000	60,000
		IRUA	Grit Blower Replacement				50,000		
		IRUA	Repaint Exterior of Oxidation Towers			75,000			
		IRUA	Skidsteer Replacement					75,000	
		IRUA	WWTP Standby Generator Replacement						350,000
		IRUA	WWTP Building Window Replacement					70,000	
		Subtotals		460,000	260,000	290,000	370,000	205,000	460,000

Funding Source		Project Title	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	FY 30-31
Theatre	Theatre	Movie projection equipment replacement			140,000			
	Theatre	Main Roof Replacement		105,000				
	Theatre	Dressing room area wall and roof repairs						80,000
	Theatre	Stage Improvements	80,000					
	Theatre	House One Improvements					110,000	
	Theatre	Theatre Restrooms Upgrades				58,000		
	Subtotals		80,000	105,000	140,000	58,000	110,000	80,000

STREET IMPROVEMENTS	Water/Sewer Funds	M-66 Riverside Infrastructure Replacement		225,000				
	General Fund	Deerfield/Riverside Redevelopment - Infrastructure Construction	5,000,000					
	Major Street	E. Main St. (Stevenson Place to East City Limit) 0.450 Miles		284,500				
	Local Street	Fargo St. (State St. East to End) 0.129 Miles	81,500					
	LDFA	Apple Tree Drive Resurfacing		1,550,000				
	Local Street	Stevenson Place (East Main St. to End) 0.089 Miles		56,500				
	Water/Sewer Funds	Jefferson Street Reconstruction 0.499 Miles			4,000,000			
	Water/Sewer Funds	Jackson Street Reconstruction 0.560 Miles			4,000,000			
	Major Street	Rice St. (Lincoln Ave. to Yeomans St.) 0.248 Miles						163,000
	Major Street	E. Washington St. (Jefferson St. to East City Limit) 0.508 Miles						334,000
	Local Street	Oakwood Ct. (Ridgewood Dr. to End) 0.061 Miles					42,000	
	Local Street	Oakwood Dr. (Ridgewood Dr. to End) 0.048 Miles					33,000	
	Local Street	Ridgewood Ct. (Ridgewood Dr. to End) 0.103 Miles					70,500	
	Local Street	Ridgewood Dr. (Fargo St. to End) 0.280 Miles					191,500	
	Major Street	W. Main Street - Full Depth Pavement Removal 0.562 Miles			625,000			
	Water/Sewer Funds	Adams Street Reconstruction 0.691 Miles				4,100,000		
	Local Street	Kimble Alley 0.123 Miles	87,500					
	Local Street	Depot, Hudson, Kidd & Steele (Washington to Adams) 0.435 Miles				310,000		
	Major Street	Cleveland Street (East Main St. to Bridge) 0.533						550,000
	Local Street	Foxtail and Timber Ridge 0.215 Miles					159,000	
	Local Street	Harrison St (East of Cleveland) 0.099 Miles					73,500	
	Local Street	Morse Street (Lincoln Avenue to Washington St) 0.177						110,000
	Local Street	Pearl Street (Lincoln Avenue to Lafayette Street) 0.121						75,000
	Subtotals		5,169,000	2,116,000	8,625,000	4,410,000	569,500	1,232,000

		Funding Source	Project Title	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	FY 30-31
DDA		General Fund	Adams Street parking lot curb jets and berms re-landscaped	20,000					
		General Fund	Trail Wayfinding Signs	15,000					
		General Fund	Farm Market Pavilion Roof Replacement		25,000				
		General Fund	Adams Street Parking Lot Resurfacing			100,000			
		General Fund	Downtown Holiday decoration replacement				35,000		
		GF/Grants	Gateway Park development					250,000	
		General Fund	Washington/ Steele Street (east lot) Resurfacing & Expansion						500,000
		Subtotals		35,000	25,000	100,000	35,000	250,000	500,000

Dial-A-Ride		Fed/State Grants	Vehicle Replacement	862,500	517,500		168,500		
		Fed/State Grants	Dispatch Software Upgrade					150,000	
		Fed/State Grants	Parking Lot Repave		50,000				
		Fed/State Grants	Vault Equipment	16,500					
		Fed/State Grants	Office Equipment/Technology Upgrade		10,000				
		Fed/State Grants	Garage - interior walls upgrade			100,000			
		Fed/State Grants	Garage Floor Sweeper Replacement	7,000					
		Fed/State Grants	Office Equipment - Phone System			10,000			
		Fed/State Grants	Bus Wash Equipment				30,000		
		Fed/State Grants	Cement Floor Upgrade	50,000					
		Fed/State Grants	Network Printer Replacement				7,000		
		Fed/State Grants	Update Communication Tower Equipment						100,000
		Fed/State Grants	Garage Door Replacement					40,000	
		Fed/State Grants	Update Entry Keypads						13,000
		Subtotals		936,000	577,500	110,000	205,500	190,000	113,000

		Funding Source	Project Title	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	FY 30-31
Information Technology		General Fund	Patrol Vehicle Laptops/Tablets	4,000	4,500		5,000	5,000	
		Theatre	Office Computer Replacement - Theatre	1,500			1,500	1,500	1,500
		Water Fund	Field Laptop for GIS				4,000	4,500	
		General Fund	Phone System	20,000					
		IRUA	Office Computer Replacement - DPU			5,000	1,500		
		General Fund	Park Cameras	10,000					
		General Fund	Office Computer Replacement - City Hall						47,500
		Park & Recreation	Office Computer Replacement - Parks and Recreation			5,000			3,000
		General Fund	Office Computer Replacement - Public Safety	6,000	9,500				
		General Fund	Office Computer Replacement - DDA					1,500	
		Central Garage	Office Computer Replacement - DPW						4,000
		Dial-A-Ride	Office Computer Replacement - DAR	1,500					4,000
		General Fund	City Tax Network Server						10,000
		General Fund	Plotter - GIS	7,000					
		General Fund	Public Safety Network Server	20,000					
		General Fund	In Car Camera		6,000	12,000			
		General Fund	Switches for Network					12,500	
		General Fund	Copier - City Hall			12,000			
		General Fund	Copier - Public Safety			8,000			
			Subtotals		70,000	20,000	42,000	12,000	25,000
Grand Total				15,131,100	5,026,500	11,299,340	6,837,000	2,929,500	3,805,340

City of Ionia

Fiscal Year 2025-2026 Budget

Position Allocation

POSITION ALLOCATION LIST
FY25-26 Budget

Elected Officials		Number
City Council	Mayor	1.00
	1st Ward	2.00
	2nd Ward	2.00
	3rd Ward	2.00
	4th Ward	2.00
Department	Classification	FTE
City Manager	Assistant to the City Manager	1.00
	Assistant City Manager	0.50
	City Manager	1.00
City Clerk	Clerk	0.50
Finance	Assistant Finance Director	1.00
	Payroll/AP Clerk	1.00
	Income Tax Clerk	1.00
	Front Desk Clerk	1.00
	UB/AR Clerk	1.00
	Finance Director	1.00
Public Safety	Director	1.00
	Deputy Director	1.00
	Sergeant	2.00
	PSO-1	11.00
	Mechanic	1.00
	Administrative Assistant	1.00
	Code Enforcement Officer	0.60
	Firefighter	1.00
	Paid On-Call Firefighters	0.25
Department of Public Works	Crossing Guards	0.30
	Director	1.00
	Mechanic	1.00
	Heavy Equipment Operator	6.00
Department of Public Utilities	Truck Driver	1.00
	Director	1.00
	No License Operator	2.00
Parks and Recreation	Certified Operator	6.00
	Director	1.00
	Recreation Programmer	1.00
	Custodial/Maintenance	0.45
	Seasonal Employees	0.35

Department	Classification	FTE
Dial A Ride	Director	1.00
	Dispatcher	2.00
	I-Go	4.00
	Drivers	5.00
Downtown Development Authority	Director	0.50
Theatre	Director	1.00
	Assistant Director	0.50
	Theatre Staff	1.25
	Custodial	0.75

CITY OF IONIA
STAFF REPORT FOR COUNCIL AGENDA ITEM

Agenda Item: V.2

TO: Mayor Milewski and Councilmembers

FROM: Precia Garland, City Manager

DATE: June 4, 2025

RE: Public Hearing to receive comments on the proposed First Amendment to 425 Agreement

Background:

It was recently noticed during redevelopment planning for the former Deerfield-Riverside prisons site that a portion of the site was inadvertently excluded from the original 425 Agreement with Berlin Township, dated July 12, 2000. The site cannot be fully redeveloped with the required public utilities unless it is included in the conditionally transferred area.

In response to this finding, a proposed, "First Amendment to Berlin Township and City of Ionia Public Act 425 of 1984 Agreement" has been prepared, and follows this communication. A map is included with the agreement, identified as "Exhibit A-1," specifically outlines the area of the Deerfield-Riverside prisons site that is proposed for addition to the current 425 agreement. Along with the land addition, the original 425 agreement would be amended to provide for an equal sharing of general operating property taxes levied by the City. At the time of the original 425 agreement, it was never envisioned any of the land within the 425 area would become subject to property taxes. All other terms of the original agreement would remain the same, including term length (April 18, 2000, through April 17, 2050).

Any amendment to a PA 425 Agreement must follow the same process required for approval of the original agreement. This includes conducting a public hearing prior to City Council action. The public hearing was properly noticed in accordance with the Open Meetings Act.

Requested Action / Motion:

It is requested the Ionia City Council consider approving the "First Amendment to Berlin Township and City of Ionia Public Act 425 of 1984 Agreement."

Motion By:

Seconded By:

Roll Call Vote:	Ketchum	_____	Starr	_____
	Winters	_____	Millard	_____
	Cook	_____	Cowling	_____

Lee _____ Waterman _____
Milewski _____

**FIRST AMENDMENT TO BERLIN TOWNSHIP AND CITY OF IONIA PUBLIC
ACT 425 OF 1984 AGREEMENT**

This First Amendment to the Berlin Township and City of Ionia Public Act 425 of 1984 Agreement, dated _____, 2025 (“First Amendment”), between the City of Ionia, a Michigan municipal corporation, the principal address of which is 114 North Kidd Street, Ionia, Michigan 48846 (“City”) and Berlin Township, a Michigan general law township, the principal address of which is 265 W. David Highway, Ionia, Michigan 48846 (“Township”).

RECITALS

A. The City and Township entered into the Berlin Township and City of Ionia Public Act 425 of 1984 Agreement, dated July 12, 2000 (“Contract”), in accordance with Act No. 425 of the Public Acts of 1984, as amended (“Act 425”). An executed copy of the Contract is attached as Exhibit A and incorporated herein.

B. The parties discovered that the legal description for a part of the real property which was to have been conditionally transferred from the Township to the City under the terms of the Contract was inadvertently omitted.

C. The parties desire to correct the omission by adopting this First Amendment and to provide for the City’s anticipated use of state brownfield authorization to facilitate development.

D. Section 11 of the Contract authorizes the City and Township to modify the Contract by subsequent amendment, subject to the rights otherwise provided for in Act 425.

FIRST AMENDMENT

In exchange for good and valuable consideration, the sufficiency of which is acknowledged, the parties agree as follows:

1. Amendment of Exhibit A. That Exhibit A to the Contract, entitled the “Map of Proposed Transfer Areas Berlin Township to City of Ionia,” and all maps and descriptions associated with that exhibit, is hereby amended to also include, in addition to and not by way of limitation, the real property as shown and described on Exhibit A-1, attached hereto, with the understanding that Exhibit A as amended by the addition of Exhibit A-1 is intended to identify collectively all the real property subject to the conditional transfer of jurisdiction from the Township to the City in accordance with terms of the Contract, as amended.

2. Amendment of Section 4.B. That Section 4.B. of the Contract is amended to read in full as follows:

B). For the duration of this Contract, the City and Township shall become equal partners in the revenue stream from development in the conditionally transferred property as follows:

1). The City shall have the right to capture qualified property taxes generated by the conditionally transferred property under a separate Brownfield Development Plan and a related Development Reimbursement Agreement approved by the City (collectively, “BRA Plans”; “BRA” meaning the City’s Brownfield Redevelopment Authority). Under the BRA Plans, the City will reimburse developers for qualified site improvement expenses from tax increment revenue generated by the developers’ projects.

2). Following the fulfillment of the reimbursement obligations to the developers, and five (5) years’ subsequent tax increment capture by the BRA, the Township and City

will share equally the City's collected general operating millage levied against the conditionally transferred property for the remainder of the Contract's term.

3). For any of the conditionally transferred property not subject to captured property taxes, the Township and City will share equally the City's collected general operating millage levied against the conditionally transferred property for the remainder of the Contract's term.

4). The Township and City shall each receive one-half (1/2) of any monies received from the State of Michigan or the federal government for revenue sharing purposes.

3. Contract to Remain in Effect. Except as expressly set forth herein, all other terms and conditions as set forth in the Contract shall remain in effect and binding on the parties and all references to the Contract shall be interpreted to mean the Contract as amended by this First Amendment.

4. Filing and Effective Date. In accordance with Act 425, following the parties' execution of this First Amendment, a duplicate original of the First Amendment shall be filed with the Ionia County Clerk and with the Michigan Secretary of State. This First Amendment, certified by such County Clerk or Secretary of State, shall be *prima facie* evidence of the amendment of the Contract. This First Amendment shall be effective upon the date of filing with the County Clerk or Secretary of State, whichever is later.

The parties have signed this First Amendment as of the date first written above.

CITY OF IONIA

BERLIN TOWNSHIP

By: _____
John R. Milewski, II, Mayor

By: _____
Robert Bennett, Supervisor

Attest:

By: _____
Rachael Alexander, Clerk

By: _____
Jonathan Bowman, Clerk

EXHIBIT A

**BERLIN TOWNSHIP AND CITY OF IONIA PUBLIC ACT 425 OF 1984 AGREEMENT, DATED
JULY 12, 2000**

(See the Agreement on the following pages)

DRAFT

EXHIBIT A-1

CORRECTED ADDITIONAL LEGAL DESCRIPTIONS AND REPRESENTATIONS

(See corrected additional real property on the following pages)

DRAFT

MAP of DESCRIPTION

SHEET 2 OF 3

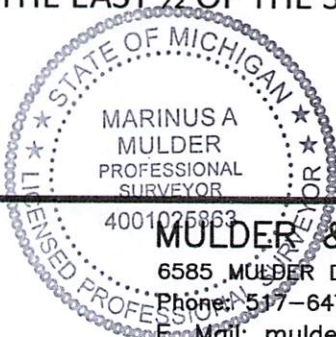
FOR: CITY of IONIA and BERLIN TOWNSHIP

425 AGREEMENT DATED 7-12-2000; AMENDED _-_-2024

THE FOLLOWING DESCRIPTIONS ARE TO BE USED FOR THE 425 AGREEMENT BETWEEN THE CITY OF IONIA AND BERLIN TOWNSHIP. THEY SHOULD NOT BE USED TO CONVEY PROPERTY.

LEGAL DESCRIPTION PARCEL A: PART OF SECTION 24 AND 25 OF T7N-R7W, IONIA COUNTY, MICHIGAN, DESCRIBED AS: BEGINNING AT A POINT ON THE EAST LINE OF SECTION 25, N 00° 47' 18" E 664.79 FEET FROM THE EAST ¼ CORNER OF SECTION 25; THENCE S 75° 29' 00" W 233.12 FEET; THENCE S 14° 31' 00" E 132.00 FEET TO A POINT ON THE NORTH RIGHT OF WAY LINE OF RIVERSIDE DRIVE; THENCE SOUTHWESTERLY 100 FEET ALONG SAID NORTH RIGHT OF WAY LINE; THENCE NORTHWESTERLY 132 FEET; THENCE SOUTHWESTERLY 99 FEET; THENCE SOUTHEASTERLY 165 FEET TO A POINT ON THE CENTERLINE OF RIVERSIDE DRIVE; THENCE SOUTHWESTERLY ALONG THE CENTERLINE OF RIVERSIDE DRIVE TO A POINT ON THE WEST LINE OF SECTION 25, SAID POINT BEING SOUTHWESTERLY 5500 FEET MORE OR LESS FROM THE EAST LINE OF SECTION 25; THENCE NORTH 800 FEET MORE OR LESS ALONG THE WEST LINE OF SECTION 25 TO A POINT ON THE SOUTH BANK OF THE GRAND RIVER; THENCE NORTHEASTERLY 6300 FEET MORE OR LESS ALONG THE SOUTH BANK OF THE GRAND RIVER TO A POINT ON THE EAST LINE OF SECTION 24, T7N-R7W; THENCE SOUTH 790 FEET MORE OR LESS ALONG THE EAST LINE OF SECTION 24 TO THE SOUTHEAST CORNER OF SECTION 24 (NORTHEAST CORNER OF SECTION 25, T7N-R7W) ; THENCE SOUTH 1975 FEET MORE OR LESS ALONG THE EAST LINE OF SECTION 25 TO THE POINT OF BEGINNING. CONTAINING 219 ACRES MORE OR LESS.

LEGAL DESCRIPTION PARCEL B-1: PART OF SECTION 25, T7N-R7W, IONIA COUNTY, MICHIGAN, DESCRIBED AS: BEGINNING AT THE SOUTH ¼ CORNER OF SECTION 25; THENCE S 89° 37' 45" E 652.86 FEET ALONG THE SOUTH SECTION LINE TO THE SOUTHEAST CORNER OF THE WEST ½ OF THE SW ¼ OF THE SE ¼ OF SECTION 25; THENCE N 00° 07' 53" E 1316.48 FEET ALONG THE EAST LINE OF THE WEST ½ OF THE SW ¼ OF THE SE ¼ OF SECTION 25; THENCE S 89° 45' 15" E 668.38 FEET ALONG THE SOUTH LINE OF LOT 66 OF THE RECORDED PLAT OF JOHN GRANT PARK TO THE SOUTHWEST CORNER OF LOT 67 OF JOHN GRANT PARK; THENCE N 00° 16' 28" W 539.51 FEET ALONG THE WEST LINE OF LOT 67 TO THE NORTHWEST CORNER OF LOT 67; THENCE N 00° 44' 26" E 243.42 FEET; THENCE N 03° 24' 01" W 451.14 FEET ALONG THE WEST LINE OF SAID PLAT; THENCE S 75° 23' 03" W 828.95 FEET; THENCE N 03° 39' 04" E 179.04 FEET; THENCE N 14° 10' 50" W 36.32 FEET TO A POINT ON THE CENTERLINE OF RIVERSIDE DRIVE; THENCE S 75° 49' 10" W 1312.76 FEET ALONG THE CENTERLINE OF RIVERSIDE DRIVE; THENCE CONTINUING ALONG SAID CENTERLINE S 74° 46' 10" W 544.08 FEET TO A POINT WHICH IS THE INTERSECTION OF THE CENTERLINE OF RIVERSIDE DRIVE AND THE WEST LINE OF THE EAST ½ OF THE SW ¼ OF SECTION 25; (CONTINUED ON SHEET 3 OF 3)



REVISED 4-1-2025: PARCEL B-2 AREA REVISED

MULDER & ASSOCIATES

6585 MULDER DR., PORTLAND, MI. 48875

Phone: 517-647-7826

E-mail: muldersurveying@gmail.com

BY 

MARINUS A. MULDER
PROFESSIONAL SURVEYOR No. 4001025863

DRAWING No. 24-241

DRAWN BY: I.M.

REVISED: 4-1-2025
DATE: 9-13-2024

MAP of DESCRIPTION

SHEET 3 OF 3

FOR: CITY of IONIA and BERLIN TOWNSHIP

425 AGREEMENT DATED 7-12-2000; AMENDED __-__-2024

THE FOLLOWING DESCRIPTIONS ARE TO BE USED FOR THE 425 AGREEMENT BETWEEN THE CITY OF IONIA AND BERLIN TOWNSHIP. THEY SHOULD NOT BE USED TO CONVEY PROPERTY.

LEGAL DESCRIPTION PARCEL B-1 (CONTINUED FROM SHEET 2): THENCE S 00° 34' 03" W 450.07 FEET ALONG THE WEST LINE OF THE EAST ½ OF THE SW ¼; THENCE S 82° 55' W 649 FEET; THENCE NORTHWESTERLY 343 FEET TO A POINT ON THE CENTERLINE OF RIVERSIDE DRIVE; THENCE SOUTHWESTERLY ALONG THE CENTERLINE OF RIVERSIDE DRIVE 600 FEET MORE OR LESS TO A POINT ON THE WEST LINE OF SECTION 25; THENCE SOUTH 1717 FEET ALONG THE WEST LINE OF SECTION 25 TO THE SOUTHWEST CORNER OF SECTION 25; THENCE EAST 2641 FEET ALONG THE SOUTH LINE OF SECTION 25 TO THE POINT OF BEGINNING. CONTAINING 173 ACRES MORE OR LESS.

LEGAL DESCRIPTION PARCEL B-2: PART OF SECTION 36, T7N-R7W, IONIA COUNTY MICHIGAN DESCRIBED AS: BEGINNING AT THE NORTH ¼ CORNER OF SECTION 36, T7N-R7W; THENCE EAST 600 FEET MORE OR LESS ALONG THE NORTH LINE OF SECTION 36 TO A POINT THAT IS 60.5 FEET WEST OF THE NORTHEAST CORNER OF THE WEST 1/2 OF THE NW 1/4 OF THE NE 1/4 OF SECTION 36; THENCE SOUTH 1322.37 FEET MORE OR LESS TO THE SOUTH LINE OF THE WEST 1/2 OF THE NW 1/4 OF THE NE 1/4 OF SECTION 36; THENCE WEST 1926 FEET MORE OR LESS ALONG THE SOUTH LINE OF THE WEST 1/2 OF THE NW 1/4 OF THE NE 1/4 OF SECTION 36 AND THE SOUTH LINE OF THE NORTH ½ OF THE NW ¼ OF SECTION 36 TO THE SOUTHEAST CORNER OF THE NW ¼ OF THE NW ¼ OF SECTION 36; THENCE SOUTH 326.40 FEET ALONG THE EAST LINE OF THE SW ¼ OF THE NW ¼ OF SECTION 36; THENCE WEST 1322.70 FEET ALONG THE SOUTH LINE OF THE NORTH 50 ACRES OF THE WEST 1/2 OF THE NW 1/4 TO A POINT ON THE WEST LINE OF SECTION 36; THENCE NORTH 1647.40 FEET ALONG THE WEST SECTION LINE TO THE NORTHWEST CORNER OF SECTION 36; THENCE EAST 2641 FEET ALONG THE NORTH LINE SECTION 36 TO THE POINT OF BEGINNING. CONTAINING 108 ACRES MORE OR LESS.



REVISED 4-1-2025: PARCEL B-2 AREA REVISED

MULDER & ASSOCIATES

6585 MULDER DR., PORTLAND, MI. 48875

Phone: 517-647-7826

E. Mail: muldersurveying@gmail.com

BY 

MARINUS A. MULDER
PROFESSIONAL SURVEYOR No. 4001025863

DRAWING No. 24-241

DRAWN BY: I.M.

REVISED: 4-1-2025
DATE: 9-13-2024

CITY OF IONIA
STAFF REPORT FOR COUNCIL AGENDA ITEM

Agenda Item: V.3

TO: Mayor Milewski and Councilmembers

FROM: Precia Garland, City Manager

DATE: June 4, 2025

RE: Public Hearing to consider Resolution 2025-13 to confirm the special assessment roll for single lot assessments against various real properties located in the City of Ionia

Background:

Section 210.23 of the Codified Ordinances of the City of Ionia establishes a process for Single Lot Assessments, which are used to convert delinquent, unpaid invoices for prior labor, materials, and/or services provided by the City into property tax liens. As part of the process, a draft single lot special assessment roll is compiled and made available for public review. A public hearing is set and notice provided prior to the hearing to receive comments. Additionally, property owners with delinquent invoices proposed for inclusion on the roll are individually notified by first class mail at least 10 days prior to the public hearing.

Following this communication is Resolution 2025-13, which includes the special assessment roll as Exhibit A.

Requested Action / Motion:

It is requested the Ionia City Council consider approving Resolution 2025-13, which would approve the 2025 Single Lot Assessment Roll.

Motion By:

Seconded By:

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



RESOLUTION NO. 2025-13

A RESOLUTION CONFIRMING THE SPECIAL ASSESSMENT ROLL FOR SINGLE LOT ASSESSMENTS AGAINST VARIOUS REAL PROPERTIES LOCATED IN THE CITY OF IONIA, MICHIGAN

At a regular meeting of the City Council of the City of Ionia, Michigan, held in the City Council Chambers, Ionia City Hall, 114 North Kidd Street, Ionia, Michigan, on June 4, 2025, at 6:30 p.m., there were:

PRESENT: _____

ABSENT: _____

The following resolution was offered by Council Member _____ and seconded by Council Member _____:

WHEREAS, pursuant to Ionia Charter, § 11.1, the City Council has the power to determine by resolution that expenses for public improvements or repairs shall be defrayed by special assessment upon the parcels of property especially benefited;

WHEREAS, pursuant to Ionia Charter, § 11.2, the City Council has prescribed by general ordinance procedures for special assessments, including procedures in Ionia Code, § 210.23, for the assessment of single lots or parcels;

WHEREAS, the City Treasurer is required to periodically report to the City Council all sums owing to the City for expenses incurred by the City upon or in respect to any single property, which expense is chargeable against said property and owner, and which have not been paid within 30 days after mailing of a bill to the owner of such property;

WHEREAS, the City Council directed the City Assessor to prepare a special assessment roll covering all such charges reported to it together with a penalty of 10%;

WHEREAS, such roll was filed with the City Clerk, who advised the City Council of the filing of the same;

WHEREAS, at a public meeting held on May 7, 2025, the City Council scheduled a public hearing for June 4, 2025, at 6:30 p.m., to hear objections to such assessment roll;

WHEREAS, the assessment roll was open to public inspection for a period of seven days before the City Council met to review the roll and hear complaints;

WHEREAS, the City Clerk gave notice of the opening of the roll to public inspection and of the meeting of the City Council to hear complaints in the manners required by Ionia Code, § 210.23; and

WHEREAS, after hearing all persons interested therein, giving due consideration to any written objections to the special assessment roll filed with the City Clerk, and after reviewing the special assessment roll, the City Council deems the special assessment roll to be in accordance with the law and determines that it is satisfied with the special assessment roll and that assessments are in proportion to benefits received.

NOW, THEREFORE, IT IS RESOLVED:

1. That the special assessment roll reported to the City Council in the total amount of \$19,548.32 for the expenses incurred by the City specified in the roll, a copy of which is attached hereto as **Exhibit A**, is hereby ratified and confirmed.

2. That the special assessment roll shall be known and designated as the 2025 Single Lot Special Assessment Roll (the “Roll”).

3. That the City Clerk shall endorse on the Roll the date of this meeting as the date of confirmation of the Roll.

4. That the Roll be placed on file in the office of the City Clerk, who shall attach the Clerk’s warrant to a certified copy of the Roll within 10 days.

5. That the City Assessor shall spread and the City Treasurer shall collect the sums and amounts appearing on the Roll.

6. That the assessment in the Roll shall be payable in one installment, which shall be due and payable upon confirmation of the Roll.

7. That the City Treasurer shall notify by mail each property owner on the Roll that the Roll has been filed, stating the amount assessed and the terms of payment.

8. That if the assessment in the Roll is not paid within 60 days after it is first due, the assessment shall be considered as delinquent, and the same penalties shall be collected on such unpaid assessments as are provided by law to be collected on delinquent general City taxes.

9. That any delinquent assessments, with penalties and interest, shall be added by the City Treasurer to the next general City tax roll or general County and school tax roll, as shall be convenient, and shall thereafter be collected and returned in the same manner as are general City taxes.

10. That all resolutions or parts of resolutions in conflict herewith shall be and the same are hereby rescinded.

ADOPTED this 4th day of June, 2025.

YEAS: _____
NAYS: _____
ABSENT: _____

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 June 4, 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 18 hours prior to the time set for the meeting.

Dated: June ____, 2025

Jonathan T. Bowman
City Clerk

EXHIBIT A

2025 SINGLE LOT SPECIAL ASSESSMENT ROLL

[Attached]

Resolution No. 2025-13: Exhibit A
2025 Single Lot Special Assessment Roll

Address	Parcel Number	Customer	Owner Name	Owner Mailing Address	Owner City	Description	Delinquent Amount
12 WAGER PL	204-210-000-185-00		Johnson, Lori S	12 Wager Pl	Ionia, MI 48846	Mowing	\$165.00
130 E ADAMS ST	203-090-000-200-00	Christiansen, Jacolyn Jean	Jacolyn Christensen	4626 E Charles Rd	Ionia, MI 48846	Delinquent Utilities	\$343.16
206 S JEFFERSON ST	204-090-000-450-00	Garnica, Wilmer	Wilmer Garnica	206 S Jefferson St	Ionia, MI 48846	Delinquent Utilities	\$62.94
215 HIGH ST	201-080-000-390-00	Kerbyson, Machelie	Otto Christensen	6 Amphlett Ter	Ionia, MI 48846	Delinquent Utilities	\$296.61
229 E LINCOLN AVE (231 E Lincoln Ave)	203-060-000-025-00	Petersen, Lisa Marie	Bradley Starks	1086 Red Pine Dr	Ionia, MI 48846	Delinquent Utilities	\$1,286.99
24 STEVENSON PL	204-090-000-390-00		Eavey, Krista L	24 Stevenson Pl	Ionia, MI 48846	DPW Misc.	\$216.41
243 LAFAYETTE ST	203-090-000-455-10	Ramey, Cody Wayne	Cody Ramey	1467 Yeomans St	Ionia, MI 48846	Delinquent Utilities	\$135.42
302 E MAIN ST UNIT C	204-220-000-100-00	Rydzinski, Annie Sue	Rick Hebden	811 Prarie Creek Rd	Ionia, MI 48846	Delinquent Utilities	\$794.29
302 W LINCOLN AVE	201-150-000-055-00		Talon, Tidd	302 W Lincoln Ave	Ionia, MI 48846	Snow Removal	\$82.50
302 W LINCOLN AVE	201-150-000-055-00		Talon, Tidd	302 W Lincoln Ave	Ionia, MI 48846	Mowing	\$165.00
304 E WASHINGTON ST	204-220-000-045-00	Grover, Ryan & Vantassal, Kacie	Planet Home Lending LLC	321 Research Pkwy Ste 303	Meriden, Ct 06450	Delinquent Utilities	\$278.14
312 KING ALY	202-050-000-025-00		Abrego, Damaceno R	521 Morse St	Ionia, MI 48846	DPW Misc.	\$760.45
413.5 W MAIN ST APT B	201-170-000-030-00	Sproul, Donald Ray	Kennedy Investment LLC	803 McKinch Dr	Saranac, MI 48881	Delinquent Utilities	\$410.93
414 E MAIN ST	204-210-000-125-00		Wright, Holly J	414 E Main St	Ionia, MI 48846	DPW Misc.	\$738.19
414 E MAIN ST	204-210-000-125-00		Wright, Holly J	414 E Main St	Ionia, MI 48846	Snow Removal	\$82.50
414 E MAIN ST	204-210-000-125-00		Wright, Holly J	414 E Main St	Ionia, MI 48846	DPW Misc.	\$660.94
414 E MAIN ST	204-210-000-125-00		Wright, Holly J	414 E Main St	Ionia, MI 48846	Mowing	\$165.00
414 E MAIN ST	204-210-000-125-00		Wright, Holly J	414 E Main St	Ionia, MI 48846	Mowing	\$165.00
414 E MAIN ST	204-210-000-125-00		Wright, Holly J	414 E Main St	Ionia, MI 48846	Mowing	\$165.00
414 E MAIN ST	204-210-000-125-00		Wright, Holly J	414 E Main St	Ionia, MI 48846	DPW Misc.	\$636.45
414 E MAIN ST	204-210-000-125-00		Wright, Holly J	414 E Main St	Ionia, MI 48846	DPW Misc.	\$277.66
420 LAFAYETTE ST	204-090-000-595-10		Peck, Nathaniel	420 Lafayette St	Ionia, MI 48846	Mowing	\$165.00
420 N DEXTER ST	201-130-000-120-01	Vallender Real Estate LLC	Vallender Real Estater LLC	321 Kensington Rd	East Lansing, MI 48823	Delinquent Utilities	\$2.72
420 N DEXTER ST # FS	201-130-000-120-01	Vallender Real Estate LLC	Vallender Real Estater LLC	321 Kensington Rd	East Lansing, MI 48823	Delinquent Utilities	\$2,050.00
420 N DEXTER ST # SMAL	201-130-000-120-01	Vallender Real Estate LLC	Vallender Real Estater LLC	321 Kensington Rd	East Lansing, MI 48823	Delinquent Utilities	\$32.69
420 S STEELE ST	201-040-000-130-00	HK Property and Real Estate	HK Property & Real Estate LLC	8440 Gulf Lane Dr	Commerce Township, MI 48382	Delinquent Utilities	\$361.86
420 S STEELE ST	201-040-000-130-00		HK Property & Real Estate LLC	8440 Gulf Lane Dr	Commerce Township, MI 48382	Mowing	\$165.00
420 S STEELE ST	201-040-000-130-00		HK Property & Real Estate LLC	8440 Gulf Lane Dr	Commerce Township, MI 48382	Mowing	\$165.00
420 S STEELE ST	201-040-000-130-00		HK Property & Real Estate LLC	8440 Gulf Lane Dr	Commerce Township, MI 48382	Mowing	\$165.00
420 S STEELE ST	201-040-000-130-00		HK Property & Real Estate LLC	8440 Gulf Lane Dr	Commerce Township, MI 48382	Mowing	\$165.00
420 S STEELE ST	201-040-000-130-00		HK Property & Real Estate LLC	8440 Gulf Lane Dr	Commerce Township, MI 48382	Mowing	\$165.00
421 DIVISION ST	203-060-000-026-00		Hall, Amanda E	421 Division St	Ionia, MI 48846	Mowing	\$165.00
421 W LINCOLN AVE	201-060-000-035-10		G & S Ionia LLC	8360 S Saginaw St	Grand Blanc, MI 48439	Mowing	\$165.00
421 W LINCOLN AVE	201-060-000-035-10		G & S Ionia LLC	8360 S Saginaw St	Grand Blanc, MI 48439	Mowing	\$165.00
421 W MAIN ST	201-170-000-040-00	Monroe, Sherry	Sherry Monroe	251 Doepker Rd	Owosso, MI 48867	Delinquent Utilities	\$361.86
421 W MAIN ST	201-170-000-040-00		Monroe, Sherry	251 Doepker Rd	Owosso, MI 48867	Snow Removal	\$82.50
429 W LINCOLN AVE # A (431 W Lincoln Ave)	201-060-000-030-10	Ionia Plaze	Lincoln Dexter LLC	6755 Daly Rd	West Bloomfield, MI 48322	Delinquent Utilities	\$343.16
437 JONES ST	204-200-000-085-00		Main, Nathon & Charli L	437 Jones St	Ionia, MI 48846	DPW Misc.	\$286.01
446 LAFAYETTE ST	204-090-000-635-00		Shattuck, Alice	320 Summit St Apt 210	Saranac, MI 48881	Mowing	\$165.00
467 JONES ST	204-200-000-120-00		Butler, Abram & Chasity	467 Jones St	Ionia, MI 48846	Sidewalk Replacement	\$229.50
506 NICHOLSON ST	202-060-000-010-00	Rowland, Frances	Frances Rowland	435 N State St	Ionia, MI 48846	Delinquent Utilities	\$55.17
537 N JACKSON ST	203-090-000-825-00		Stoaks, Ryan W & Amanda C	537 N Jackson St	Ionia, MI 48846	Sidewalk Replacement	\$450.00
602 UNION ST	203-160-000-045-00		Dean, Jeremy	602 Union St	Ionia, MI 48846	Sidewalk Replacement	\$312.00
606 JONES ST	204-100-000-025-00		Ionia County Treasurer	100 E Main St Ste 121	Ionia, MI 48846	Snow Removal	\$82.50
606 JONES ST	204-100-000-025-00		Ionia County Treasurer	100 E Main St Ste 121	Ionia, MI 48846	Mowing	\$165.00
606 JONES ST	204-100-000-025-00		Ionia County Treasurer	100 E Main St Ste 121	Ionia, MI 48846	Mowing	\$165.00
606 JONES ST	204-100-000-025-00		Ionia County Treasurer	100 E Main St Ste 121	Ionia, MI 48846	Mowing	\$165.00
622 UNION ST	202-190-000-040-00		Marek, Gena	622 Union St	Ionia, MI 48846	Snow Removal	\$82.50
632 HARRISON ST	204-120-000-150-00		Koenig, Scott & Allison	632 Harrison St	Ionia, MI 48846	Snow Removal	\$82.50
634 PROSPECT ST	203-240-000-150-10		Watters, Alexander & Clark Nicole	634 Prospect St	Ionia, MI 48846	Mowing	\$165.00
640 HARRISON ST	204-120-000-145-00		Martin, Robert J	640 Harrison St	Ionia, MI 48846	Snow Removal	\$82.50

642 UNION ST	202-190-000-035-00	Rustin, Jesse	Tara Merchant	642 Union St	Ionia, MI 48846	Delinquent Utilities	\$540.06
642 UNION ST	202-190-000-035-00		Merchant, Tara K	642 Union St	Ionia, MI 48846	Sidewalk Replacement	\$150.00
664 N JACKSON ST	203-090-000-680-00	Petersen, David Michael	Maxwell Bunshaft	1330 Burbank St	Alameda, CA 94501	Delinquent Utilities	\$183.19
814 E LINCOLN AVE	203-240-000-165-00		Ionia PROPCO LLC	650 Madison Ave Fl 22	New York, NY 10022	Sidewalk Replacement	\$450.00
815 MAPLE RD	204-190-000-260-00	Heaton, Cora	Cora Heaton	1093 Hayden Rd	Muir, MI 48860	Delinquent Utilities	\$343.16
820 CHAPMAN ST	202-160-000-040-00		Doty, Kimberly	820 Chapman St	Ionia, MI 48846	Sidewalk Replacement	\$240.00
849 W WASHINGTON ST	202-180-000-095-00	Siel, Donald	Donald Siel	849 W Washington St	Ionia, MI 48846	Delinquent Utilities	\$31.23
857 W MAIN ST	202-170-001-570-00	King, James Arthur	Ada June Badder (Estate)	615 Batson Ct	Ionia, MI 48846	Delinquent Utilities	\$427.79
912 W MAIN ST	202-170-001-630-00	Grove, Coty Wyatt	Wendy Grove	6999 E David Hwy	Lyons, MI 48851	Delinquent Utilities	\$1,061.20
957 SOUTH VIEW DR SPRI	204-080-000-040-00	Perry, Ryan D	Ryan Perry	957 Southview Dr	Ionia, MI 48846	Delinquent Utilities	\$1,025.64
							\$19,548.32

CITY OF IONIA
STAFF REPORT FOR COUNCIL AGENDA ITEM

Agenda Item: V.4

TO: Mayor Milewski and Councilmembers

FROM: Precia Garland, City Manager

DATE: June 4, 2025

RE: Public Hearing to receive comments on the final report for the completion of the Dog Park/Wireless Speaker System Community Development Block Grant (CDBG)

Background:

On April 12, 2022, the City submitted an application with the Michigan Economic Development Corporation (MEDC) for a Community Development Block Grant (CDBG) associated with the Public Gathering Spaces Initiative. The application requested \$440,000 in funding for the construction of a dog park on a longtime vacant parcel located at 208 S. Steele Street, Ionia, MI 48846, and the installation of a wireless speaker system placed on lampposts within the Downtown Business District and Steele Street Corridor. After some adjustments to the design of both project components, the City was fortunate to be awarded funding and entered into a grant agreement on October 19, 2023.

Over the last few years, City staff have managed this project by completing the required site environmental evaluations, reviewing design plans, bidding construction activities, and submitting necessary reporting documents to MEDC. Both aspects of this project are now completed as the wireless speaker system was installed at the end of 2023, and the dog park hosted a grand opening on April 25 of this year. The final project cost was \$629,185.01 with 70% (\$440,000) funded by the CDBG and the remaining 30% (\$189,185.01) from local City matching funds.

These new and enhanced public spaces will benefit the community for many years to come.

Requested Action / Motion:

Following the public hearing, it is requested the Ionia City Council accept the final report for the completion of the Dog Park/Wireless Speaker System Community Development Block Grant (CDBG).

Motion By:

Seconded By:

Roll Call Vote:	Ketchum	_____	Starr	_____
	Winters	_____	Millard	_____
	Cook	_____	Cowling	_____

Lee _____ Waterman _____
Milewski _____

**CITY OF IONIA
NOTICE OF CLOSEOUT PUBLIC HEARING**

**FOR MICHIGAN COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)
FUNDING FOR DOG PARK/WIRELESS SPEAKERS PROJECT**

The City of Ionia will conduct a closeout public hearing on June 4, 2025, at 6:30 PM, at Ionia City Hall in the Council Chambers located at 114 North Kidd Street, Ionia, Michigan 48846, for the purpose of affording citizens an opportunity to submit comments and receive a final report on the completion of the Dog Park/Wireless Speakers CDBG.

The CDBG provided funding to assist in the construction of a dog park on a longtime vacant parcel located at 208 S. Steele Street, Ionia, MI 48846, and the installation of a wireless speaker system placed on lampposts within the Downtown Business District and Steele Street Corridor. The project cost was \$629,185.01 with 70% (\$440,000) funded by the CDBG and the remaining 30% (\$189,185.01) from local City matching funds. The CDBG project benefitted at least 51% low to moderate income persons; no persons were displaced as a result of the project.

Citizen views and comments on the CDBG project are welcome. Interested parties are invited to comment on the project in person at the public hearing or in writing through June 4, 2025. E-mail comments to jbowman@ci.ionia.mi.us or mail to City Clerk Jonathan Bowman, 114 North Kidd Street, PO Box 496, Ionia, MI 48846. Contact the City Clerk's Office at (616) 523-0147 with any questions.

The City of Ionia complies with the "Americans with Disabilities Act." If auxiliary aids or services are required at a public meeting for individuals with disabilities, please contact the City Clerk's Office, at least three (3) business days prior to any such meeting.

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

CITY OF IONIA
STAFF REPORT FOR COUNCIL AGENDA ITEM

Agenda Item: VI.1

TO: Mayor Milewski and Councilmembers
FROM: Precia Garland, City Manager
DATE: June 4, 2025
RE: Life EMS - Annual Report

Background:

Kraig Dodge, Interim Deputy Director of Eastern Operations for Life EMS will present the Life EMS annual report, in accordance with the Advanced Emergency Medical Service Agreement between the City of Ionia and Life EMS, executed in 2013. Per the Agreement, the City of Ionia has paid Life EMS \$49,972 in FY 24-25 to support its operations and ensure timely response to all medical calls within the city. A copy of the Life EMS report follows this communication.

Requested Action / Motion:

Informational only - no action required.

Motion By:

Seconded By:

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



Life EMS Ambulance of Ionia County
For the Period Beginning 04/01/2025 and Ending 04/30/2025
City of Ionia Response Summary

Total Requests

83

Total Transports

66

Compliance

88%

Cancelled PTA

3

Outgoing TOT

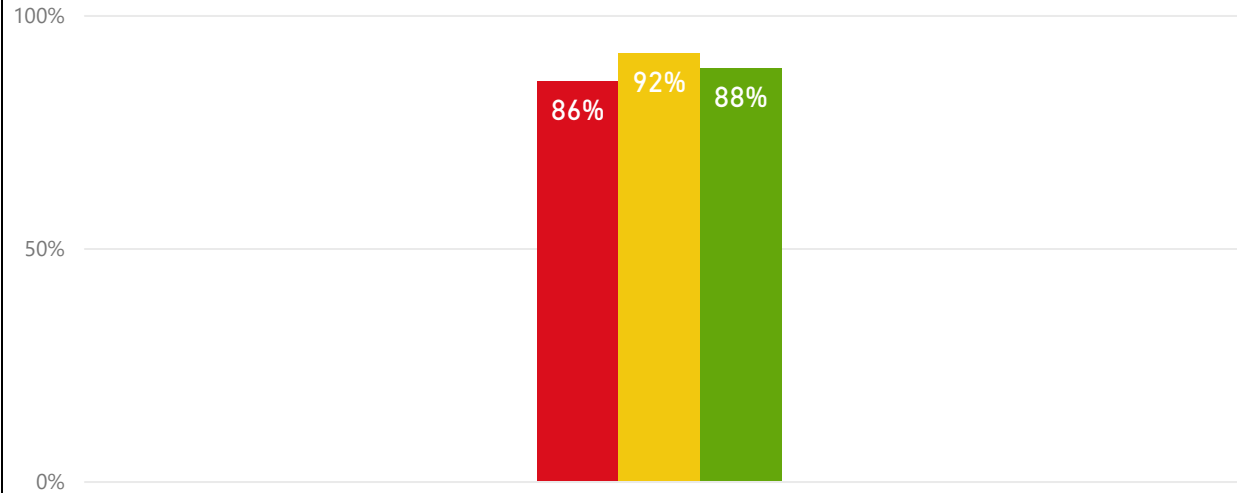
2

Treat/No Transport

8

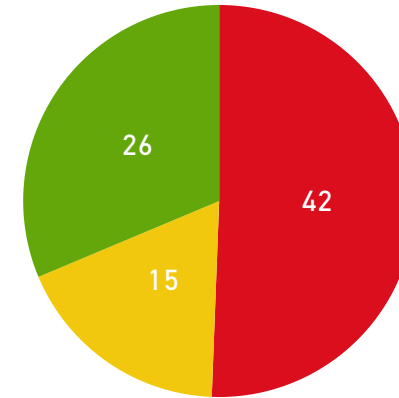
Response Compliance

● MED 1 ● MED 2 ● MED 3



Response Priorities

● MED 1 ● MED 2 ● MED 3



Responses Falling Within Each 2 Minute Interval

Response Plan	0-2	2-4	4-6	6-8	8-10	10-12	12-14	14-16	16-18	18-20	20-22	22-24	24-26	>26	TOT	E	Total	Compliance	Average
MED 1	1	13	11	9	3		1	2		1					1		42	86%	0:05:58
MED 2	1	2	5	2		1									1		12	92%	0:05:14
MED 3	2	3	9	4	2	3				2		1					26	88%	0:07:25
Total	4	18	25	15	5	4	1	2		3		1			2		80	88%	0:06:21

CITY OF IONIA
STAFF REPORT FOR COUNCIL AGENDA ITEM

Agenda Item: VI.2

TO: Mayor Milewski and Councilmembers
FROM: Precia Garland, City Manager
DATE: June 4, 2025
RE: City of Ionia Economic Development Report

Background:

As a certified Redevelopment Ready Community, an annual report regarding implementation of the City's economic development strategy is required. The last year has been a productive one regarding economic development, as the attached report shows. Highlights will be discussed during the meeting and time provided for a question and answer period.

Requested Action / Motion:

Informational only. No action required.

Motion By:

Seconded By:

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

City of Ionia - Annual Economic Development Strategy Progress Report

Short-Term Projects and Programs (0-1 Year)

Category	Description	Local Goal(s)	Regional Goal(s)	Responsible Party	Partner(s)	2025 Progress Update
Department of Corrections Connections	Educate businesses on the benefits of registering to receive bids through the Dept. of Corrections.	D.1	1, 2	DDA; Chamber of Commerce	Dept. of Corrections	Ongoing
Department of Corrections Connections	Determine the Dept. of Corrections' most needed goods and services.	D.2	1, 3	DDA; Chamber of Commerce	Dept. of Corrections	The City attends regular meetings with the MDOC to learn about current operations and potential future needs.
Department of Corrections Connections	Encourage Dept. of Corrections employees to spend locally through discount opportunities.	B.1, D.2	1	Local Businesses	DDA; Chamber of Commerce	Discussed at regular meetings with the MDOC.
Housing	Assemble property in or near the City to help facilitate the construction of the housing types identified in the housing study.	A.1, C.3, E.1	1, 4	City of Ionia		Actively working with developers to expand housing options in Ionia. Current conversations involve Austin Pines, Deerfield-Riverside, and the former Sparrow Hospital site.
Entrepreneurship Trainings	Continue existing entrepreneurship trainings with a focus on helping existing businesses grow and developing new businesses.	D.1, D.2	1, 2	Chamber of Commerce; DDA	SBA; PTAC; SCORE	A variety of workshops have been hosted by the DDA and Chamber to support local business development.
Downtown	Proactively promote the downtown business district and its respective newsworthy information via the DDA newsletter and social media channels.	C.8 D.2	1, 4	DDA		Ongoing

Medium-Term Projects and Programs (1-4 Years)

Category	Description	Local Goal(s)	Regional Goal(s)	Responsible Party	Partner(s)	2025 Progress Update
High Speed Internet & Public Wi-Fi	Install broadband internet infrastructure to ensure reliable internet access for businesses, residents, and tourists.	B.1, D.1	1, 2	City of Ionia	ICEA	Surf Internet has an approved METRO Act permit to bring new high-speed internet to Ionia this year.
High Speed Internet & Public Wi-Fi	Install fiber optic internet infrastructure to ensure reliable internet access for businesses, residents, and tourists.	B.1, D.1	1, 2	City of Ionia	ICEA	Surf Internet has an approved METRO Act permit to bring new fiber to Ionia this year.
High Speed Internet & Public Wi-Fi	Provide free public Wi-Fi downtown to improve cell phone reception and increase connectivity.	B.1, D.1	1, 2	City of Ionia	ICEA	A new cellular communications tower was recently constructed by Tower Co/AT&T near downtown to increase cell phone reception.
Industrial Property Promotion	Promote available industrial properties on the City's website, through the Ionia County Economic Alliance (ICEA), and through The Right Place.	D.1, D.2, F.1	1	City of Ionia	ICEA; The Right Place	The City's website is up-to-date on available industrial lots and ICEA assists with marketing this information to potential industries.
Brownfield Property Promotion	Collect information about available brownfield properties and create custom marketing pieces for each one in order to promote industry retention, expansion, and recruitment.	D.1, D.2, F.1	1, 2	City of Ionia	ICEA; The Right Place	Identified priority sites are listed by the City with MEDC to promote redevelopment.
Branding	Retain a branding expert to help the community develop the following: (1) Overall Community / Destination Brand for the City and downtown (2) Logos for the City, DDA, Airport, Industrial Park, and any other participating organizations (3) Cohesive and consistent event logos	C.4, D.2	1, 4	City of Ionia		The new Assistant to the City Manager position is working to create consistent messaging across all City departments to provide more information to the public.
Downtown	Continue the existing façade program, but with a focus on more and smaller grant amounts instead of fewer large grant amounts.	B.1, C.1	1, 4	DDA		The City does not have an active façade program.
Downtown	Focus façade improvements on creating visually impactful repairs or improvements consistent with the historic nature of the building.	B.1, C.1	1, 4	DDA		The City awards OPRE certificates to encourage façade and other downtown property improvements.

Downtown	Target vacant or underused upper floors of downtown buildings for housing.	C.3	1	DDA	MEDC	The DDA maintains and advertises a Vacant Property Inventory on the City's website and leverages OPRE certificates to encourage redevelopment.
Downtown	Install signage to downtown attractions and businesses at the Fred Meijer Trailhead.	C.4	1, 3	DDA		Signage is being evaluated to encourage people using the Fred Meijer Trail to visit downtown and other City amenities.
Downtown	Install additional bike racks downtown.	G.1, H.1	3	DDA		Additional bike racks are intended for the new Steele Street Park.
Long-Term Projects and Programs (5-10 Years)						
Category	Description	Local Goal(s)	Regional Goal(s)	Responsible Party	Partner(s)	2025 Progress Update
Convention & Visitors Bureau	Create a countywide Convention & Visitors Bureau (CVB).	C.8, D.2	1, 4			No updates

CITY OF IONIA
STAFF REPORT FOR COUNCIL AGENDA ITEM

Agenda Item: VII.1

TO: Mayor Milewski and Councilmembers

FROM: Precia Garland, City Manager

DATE: June 4, 2025

RE: Introduction and First Reading - Ordinance No. 594 - Chapter 1276: Site Plan Review

Background:

As a certified Redevelopment Ready Community (RRC), the City of Ionia has adopted best practices provided by the Michigan Economic Development Corporation (MEDC) to improve local policies and procedures, increase transparency, and simplify the development process. Ionia became certified in 2020 and must go through a re-certification process every 5 years to maintain its certified status. RRC-certified communities are given access to grant money as well as additional redevelopment resources from MEDC.

An added requirement for this certification cycle is related to the City's approval authority for development. RRC Best Practice 3.5 is that the "community streamlines the approval process by using administrative and Planning Commission approval authority." A component of this best practice is to not require a public hearing for permitted uses. The reasoning being this best practice is that input on site plans can always be provided via public comment or other engagement opportunities. Removing the formal public hearing reduces costs and time. It also sets accurate expectations about the administrative nature of site plan review, which is intended by law to be an objective decision driven by data. When a use is permitted by right, this use has been determined to be acceptable in all areas of the subject zoning district. The Site Plan Review process ensures that all standards and requirements are followed related to site design. The use itself is already permitted by the ordinance in this situation and should not be open for discussion.

The City's Site Plan Review requirements are found in Chapter 1276 of the Zoning Code. Staff have made the requested changes to align with the RRC best practice and updated other portions of the chapter for clarity and modernization. The proposed changes would be enacted through Ordinance No. 594. A red-lined version of Ordinance No. 594 is provided following this communication. The City Attorney has reviewed and provided input on the proposed changes.

Requested Action / Motion:

It is requested that the Ionia City Council make a motion to introduce and set a first reading of Ordinance No. 594, an ordinance to amend the Site Plan Review requirements found in Chapter 1276 of the City of Ionia's Codified Ordinances and to schedule a Public Hearing regarding the proposed ordinance for 6:30 PM, Wednesday, July 2, 2025, at Ionia City Hall.

Motion By:

Seconded By:

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

**CITY OF IONIA
NOTICE OF PUBLIC HEARING**

**Ordinance No. 594 – Amend Site Plan Review Zoning Requirements in Multiple Chapters
of Title Six: Zoning – of Part Twelve: Planning and Zoning Code of the Codified
Ordinances of the City of Ionia, Michigan**

NOTICE IS HEREBY GIVEN that a Public Hearing will be held in the Council Chambers, Ionia City Hall, 114 N. Kidd Street, Ionia, Michigan on Wednesday, July 2, 2025, at 6:30 PM at a meeting of the Ionia City Council, to receive comments on Ordinance No. 594. If approved, this ordinance will amend multiple sections of the City’s ordinances to update the Site Plan Review zoning requirements. Following the public hearing City Council will be asked to approve the ordinance on second reading. The ordinance will become effective seven (7) days after publication.

The City of Ionia complies with the "Americans with Disabilities Act." If auxiliary aids or services are required at a public meeting for individuals with disabilities, please contact Jonathan Bowman, City Clerk, at least three (3) business days prior to any such meeting. The following is a summary of the proposed ordinance.

AN ORDINANCE TO AMEND PART TWELVE (PLANNING AND ZONING CODE), TITLE SIX (ZONING), CHAPTER 1276 (SITE PLAN REVIEW); CHAPTER 1289, SECTION 1289.08 (MEDICAL MARIHUANA FACILITIES; APPLICATION AND PROCESSING PROCEDURES); AND CHAPTER 1290, SECTION 1290.09 (ADULT USE MARIHUANA ESTABLISHMENTS; APPLICATION AND PROCESSING PROCEDURES); AND SECTIONS 1289.08 AND 1290.09 OF THE CODIFIED ORDINANCES OF THE CITY OF IONIA.

Section One: Amendment to Chapter 1276 - “Site Plan Review”

Section Two: Amendment to Section 1289.08 - “Application and Processing Procedures”

Section Three: Amendment and Section 1290.09 - “Application and Processing Procedures”

Section Four: Severability

Section Five: Effective Date

A complete copy of proposed Ordinance No. 594 is available for review at www.cityofionia.org or at Ionia City Hall, 114 N. Kidd Street, Ionia. Questions or comments may be directed to Jonathan Bowman, Assistant City Manager and City Clerk, 616-523-0147.

By: Jonathan Bowman, City Clerk
Ionia City Hall
114 N. Kidd Street, PO Box 496
Ionia, MI 48846

(616) 527-4170

**CITY OF IONIA
IONIA COUNTY, MICHIGAN
(Ordinance No. 594)**

At a regular meeting of City Council for the City of Ionia, Michigan held at City Hall on _____, 2025, beginning at 6:30 P.M., City Council Member _____ made a motion to adopt this Ordinance, which by motion was supported by Council Member _____.

AN ORDINANCE TO AMEND PART TWELVE (PLANNING AND ZONING CODE), TITLE SIX (ZONING), CHAPTER 1276 (SITE PLAN REVIEW); CHAPTER 1289, SECTION 1289.08 (MEDICAL MARIHUANA FACILITIES; APPLICATION AND PROCESSING PROCEDURES); AND CHAPTER 1290, SECTION 1290.09 (ADULT USE MARIHUANA ESTABLISHMENTS; APPLICATION AND PROCESSING PROCEDURES); AND SECTIONS 1289.08 AND 1290.09 OF THE CODIFIED ORDINANCES OF THE CITY OF IONIA.

The CITY OF IONIA (the “City”) HEREBY ORDAINS:

Section 1. Amendment to Part Twelve, Title Six, Chapter 1276. Part Twelve, Title Six, Chapter 1276 “Site Plan Review” of the Codified Ordinances is hereby amended to read in its entirety as follows:

Chapter 1276
Site Plan Review

- 1276.01 Purpose.
- 1276.02 Site ~~P~~plan ~~R~~review ~~r~~Required.
- 1276.03 Approval ~~A~~authority.
- 1276.04 Application and ~~P~~procedures.
- 1276.05 Site ~~P~~plan ~~R~~review.
- 1276.06 Final ~~S~~site ~~P~~plan ~~A~~approval.
- 1276.07 Standards for ~~A~~approval.
- 1276.08 Conditions of ~~A~~approval.
- 1276.09 Validity of ~~F~~final ~~S~~site ~~P~~plans.
- 1276.10 Performance ~~G~~guarantees.
- 1276.11 Amendments to ~~A~~approved ~~S~~site ~~p~~Plan.
- 1276.12 Expansion of ~~E~~existing ~~U~~use, ~~S~~structure or ~~B~~building.

1276.01 PURPOSE.

~~The purposes of site plan review are to determine compliance with the provisions of this Zoning Code; to promote the orderly development of the City; to prevent the depreciation of land value through uses or structures which do not give proper attention to siting or area protection; and to provide consultation and cooperation between the applicant and the City Planning Commission in order that applicants may accomplish their objectives in the utilization of their land within the regulations of this Zoning Code and achieve the purposes of the City of Ionia Master Plan. The purpose of the Site Plan Review process is to ensure that new development and significant changes to existing sites are completed in a manner consistent with the City of Ionia's Master Plan, Zoning Code, and applicable design standards. The review process aims to: promote orderly growth and development; protect the health, safety, and welfare of the community; ensure compatibility with surrounding land uses and neighborhoods; prevent the depreciation of land value; and provide opportunity for consultation and cooperation between the applicant and the City Planning Commission as related to the applicant's objectives and compliance with the City's regulations.~~

1276.02 SITE PLAN REVIEW REQUIRED.

~~A~~ Prior to the issuance of any permits, a site plan shall be submitted for review and approval prior to the issuance of a building permit as follows:

(a) Administrative Staff Review: The Zoning Administrator shall review the following site plans or may refer such plans to the Planning Commission.

- (1) Residential uses with up to three dwelling units.
- (2) Accessory dwelling units.
- (3) Minor expansions of existing non-residential buildings or outdoor uses that are less than fifty percent (50%) of the current building's size or land area occupied.
- (4) Accessory buildings that do not exceed fifty percent (50%) of the size of the largest principal building on the site.
- (5) A change in the use of a property that results in the need for additional parking.

(b) Planning Commission Review:

- (1) Any new construction of a non-residential use.
- (2) New construction of residential uses with more than three dwelling units.
- (3) Special land uses, site condominiums, and planned unit developments (PUDs).
- (4) Expansion of an existing non-residential use or residential use with more than three dwelling units, where the increase is fifty percent (50%) or more of the existing building's gross square footage or land area. For uses primarily outdoors, the expansion is determined by the increase in land area occupied.
- (5) A change in use or expansion resulting in significant alterations to site circulation, drainage, landscaping, lighting, and/or other considerations of site plan review, as determined by the Zoning Administrator.

~~—(a) Planning Commission Level. The Planning Commission shall review the following site plans:~~

~~—(1) Any new principal commercial, office, industrial, business or institutional use or a residential use having more than two dwellings.~~

~~—(2) Special land uses and planned unit developments.~~

~~—(3) Existing commercial, industrial, business or institutional uses and buildings or residential uses having more than two dwellings proposed to be increased in size fifty percent or~~

~~more of the existing building or use. The existing size shall be determined by the gross square footage of an existing building, or if the principal use is primarily out of doors, then the land area occupied by the use shall be used to determine the existing size.~~

~~—(4) Accessory buildings which are more than fifty percent of the size of the largest principal building on site.~~

~~—(b) Staff Level. The Community Development Director shall review the following site plans or may refer such plans to the Planning Commission.~~

~~—(1) Expansion of an existing use or building which comprises less than fifty percent of a building or less than fifty percent of the land area occupied by a use which is principally outdoors.~~

~~—(2) A building which is accessory to the principal building if such accessory building is no more than one half of the size of the largest principal building on site.~~

~~—(3) A change in the use of a property which results in the need for more parking spaces.~~

1276.03 APPROVAL AUTHORITY.

The Planning Commission or ~~Community Development Director~~Zoning Administrator shall have the power to approve, deny, modify, or approve with conditions all site plans submitted under this Zoning Code. A building permit shall not be issued until a site plan has been approved as required herein.

Review of site plans by ~~the Community Development Director~~the Zoning Administrator or his or her designee shall be in accordance with the same procedures, requirements and standards used by the Planning Commission except that the number of site plan copies and the submittal date shall be subject to the discretion of the ~~Director~~Zoning Administrator. When review of a site plan is performed by the Zoning Administrator or his or her designee, references to the "Planning Commission" in the Sections 1276.04 to 1276.12 shall be interpreted as references to the Zoning Administrator unless the context clearly indicates to the contrary.

The ~~Community Development Director~~Zoning Administrator may waive specific site plan review submittal requirements if it is determined that such requirements are not relevant to the site plan under consideration. The ~~Director~~Zoning Administrator shall keep a record of those items specifically waived and document reasons for the waiver.

1276.04 APPLICATION AND PROCEDURES.

An application for site plan review along with ~~twelve~~four printed sets of the site plan and one electronic copy shall be submitted to the ~~Community Development Director~~Zoning Administrator in accordance with the submittal schedule established by the Planning Commission along with the fee as set by the City Council. The application shall at a minimum contain the following information:

- (a) The applicant's name, address and phone number.
- (b) Proof that the applicant is the owner of the property or has a legal or financial interest in the property, such as a purchase agreement.
- (c) The name, address and phone number of the owner(s) of record if different than the applicant.

- (d) The address of the property.
- (e) A legal description of the property.
- (f) The current zoning.
- (g) A project description.
- (h) The size of the parcel in acres.
- (i) The signature of the applicant and the owner of the property.

1276.05 SITE PLAN REVIEW.

(a) Upon receipt of the site plan and application, the ~~Community Development Director~~Zoning Administrator shall forward copies to the ~~Fire Department and the~~ Department of Public Works, Public Safety, Public Utilities, and others as necessary for review and subsequent report to the Planning Commission. The ~~Director~~Zoning Administrator shall send the application and site plan to members of the Planning Commission prior to the meeting at which it will be considered.

~~—(b) A public hearing shall be held for each site plan considered by the Planning Commission. The public hearing shall comply with the Michigan Zoning Enabling Act, PA 110 of 2006 as amended and the other provisions of this section with regard to public notification.~~

~~—(1) Responsibility for public notice. The City Clerk, or his or her designee, shall be responsible for preparing the content of the public notice, having it published and mailed or delivered as provided in this section.~~

~~—(2) Notice requirements. Notice of a public hearing for site plan review shall be given not less than fifteen days before the date of the public hearing. The notice shall be given as follows:~~

~~—A. Newspaper notice. The notice shall be published in a newspaper that circulates in the City.~~

~~—B. Mail and personal notice. The notice shall be sent by first class mail or personal delivery to:~~

~~—1. The owner of property for which approval is being considered, and the applicant, if different than the owner of the property.~~

~~—2. Except for rezoning requests that are proposed for eleven (11) or more adjacent parcels, the notice shall be sent to all persons to whom property is assessed within three hundred (300) feet of the boundary of the property subject to the request, regardless of whether the property or occupant is located within the municipal boundaries of the City. If the name of the occupant is not known, the term "occupant" may be used in making notification. In the case of a single structure containing more than four (4) dwelling units or other distinct spatial areas owned or leased by different individuals, partnerships, businesses or organizations, notice may be given to the manager or owner of the structure who shall be requested to post the notice at the primary entrance to the structure. In structures containing four (4) or fewer dwelling units, only one (1) occupant of each unit must be given notice of the public hearing.~~

~~—3. All neighborhood organizations, public utility companies, airports, railroads, and other persons, which have requested to receive notice pursuant to this section.~~

~~—(3) Record of mailing. The City Clerk, or his or her designee, shall prepare an affidavit of mailing which shall include those to whom the notice was mailed and the date of mailing.~~

~~—(4) Content of notice. The public notice shall:~~

~~—A. Describe the nature of the request.~~

— B. Indicate the property that is the subject of the request. The notice shall include a listing of all existing street addresses within the subject property. Street addresses do not need to be created and listed if no such addresses currently exist for the property. If there are no street addresses, other means of identified may be used, such as a tax parcel identification number, identifying the nearest cross streets, or including a map showing the location of the property.

— C. Indicate the date, time and place of the public hearing.

— D. Include a statement describing when and where written comments will be received concerning the request and a statement that the public may appear at the public hearing in person or by counsel.

— (5) Registration to receive notice by mail. Any neighborhood organization, public utility company, railroad or any other person may register with the City Clerk to receive written notice of any public hearing held pursuant to Part Twelve, Planning and Zoning, of the City Code.

— (c) Final site plans shall be drawn at a scale of not more than one inch to 100 feet and shall contain the following information unless specifically waived by the Planning Commission:

— (1) The date on which the site plan was prepared.

— (2) The name, address and professional seal of the architect, landscape architect, engineer or professional surveyor who prepared the plan.

— (3) A north arrow and legal description based upon the most current survey.

— (4) Property lines, dimensions, and building setback distances and all structures, lot lines and wetlands within 100 feet of the site.

— (5) Existing and proposed topographic elevations at two-foot intervals on the site and to a distance of fifty feet outside the boundary lines of the site.

— (6) Direction of storm water drainage and how storm water runoff will be handled as well as a statement describing where storm water will be ultimately discharged such as a creek, stream, lake or wetland.

— (7) Location of existing and proposed buildings, their intended use, the length, width and height of each building, and the square footage of each building.

— (8) Location of abutting streets, rights-of-way, service drives, curb cuts, and access easements serving the site, as well as driveways opposite the site and driveways within 100 feet on either side of the site. Also driveway width, curb radii and design of proposed deceleration lanes.

— (9) Location and size of all water and sanitary sewer lines and storm drainage lines as well as fire hydrants and catch basins, and location of septic tanks and drainfields, and utility easements.

— (10) Location and type of all sidewalks, bike paths, and other walkways.

— (11) Location, type and size of any walls, fences or other screening devices.

— (12) Location of all proposed landscape materials, including size and type of plantings.

— (13) Location, size and height of all proposed accessory structures, flagpoles, storage sheds, transformers, dumpsters or trash removal areas or devices, and methods of screening, signs, and existing and proposed utility poles. Roof top or outdoor equipment shall also be indicated, including proposed methods of screening where appropriate.

— (14) Proposed parking areas and access drives showing the number and size of spaces and aisles, loading areas, handicapped access ramps, and the method of surfacing such areas.

— (15) Exterior lighting showing areas of illumination and type of fixtures as well as the method of shielding lights from adjacent properties and roadways.

- ~~—(16) Location and type of significant existing vegetation, watercourses, and water bodies, including County drains and man-made surface drainageways, floodplains, and wetlands. Vegetation which is to be retained on the site must be illustrated.~~
- ~~—(17) Location of existing and proposed slopes which are twenty percent or greater.~~
- ~~—(18) Zoning and land use on adjacent properties.~~
- ~~—(19) Location and specifications for any existing or proposed above or below ground storage facilities for any chemicals, salts, flammable materials, or hazardous materials as well as any containment structures or clear zones required by this Zoning Code or by State or Federal agencies.~~
- ~~—(20) The Planning Commission may request architectural elevation drawings of a building and cross-section drawings of the site.~~
- ~~—(21) Small-scale sketch of properties, streets and zoned uses of land within one-half mile of the site.~~
- ~~—(d) The final site plan for developments which have been proposed in phases shall generally conform to the approved preliminary plan.~~
- ~~—(e) The Planning Commission may require written statements relative to the effects on the existing traffic capacity of streets, and the proposed development's impact on schools, existing utilities, the environment and natural features.~~
- ~~—In addition, the Commission may request additional studies, graphics or other written materials from the applicant in order to assist in determining the appropriateness of the site plan.~~

(b) Site Plan Requirements

(1) Plan Preparation Details

- A. Preparation Date
- B. Name, address, and professional seal of the architect, landscape architect, engineer, or professional surveyor responsible for the plan
- C. Scale of no greater than 1:100

(2) Basic Site Information

- A. North arrow
- B. Legal description based on the most current survey
- C. Property boundaries with dimensions

(3) Site and Surrounding Features

- A. Existing buildings and structures within 100 feet of the site
- B. Watercourses, water bodies, floodplains, wetlands, and man-made drainageways
- C. Significant vegetation, including retained trees, with location, size (diameter at breast height in inches), and common name. (e.g., northern pine, etc.)
- D. Topographic elevations at two-foot intervals for the site and up to 50 feet beyond the property lines
- E. Existing slopes of 20% or greater

(4) Utility Infrastructure

- A. Existing water, sanitary sewer, and storm drainage lines or on-site facilities (e.g., detention basins), including catch basins, fire hydrants, utility poles, septic tanks, and drain fields
- B. Utility easements

(5) Adjacent Properties

- A. Zoning and land use of neighboring properties

- B. Locations of nearby streets, rights-of-way, service drives, curb cuts, access easements, and driveways opposite of or within 100 feet of the site
- (6) Buildings and Structures
 - A. Location, dimensions (i.e., length, width, height), square footage, setback distance, and intended use of all proposed buildings
 - B. Location, size, height, and screening methods for accessory structures, flagpoles, storage sheds, dumpsters, utility poles, rooftop equipment, signs, and exterior equipment (e.g., silos, mechanical, tanks, etc.)
- (7) Parking and Access
 - A. Layout of parking areas, showing the number and size of spaces, aisle dimensions, loading areas, and handicapped ramps.
 - B. Driveway details, including width, curb radii, and deceleration lane design.
 - C. Access points
- (8) Landscaping and Screening
 - A. Location, type, and size of proposed landscaping materials
 - B. Walls, fences, and other screening devices, with height and material specifications
- (9) Pathways and Connections
 - A. Location, dimensions (i.e., width), and type of sidewalks, bike paths, and walkways
- (10) Lighting
 - A. Location, specifications, and areas of illumination for all exterior lighting indicated on cut sheets and photometric plans to the extent of the property boundaries
 - B. Shielding methods to minimize impacts on adjacent properties and roadways
- (11) Stormwater Management
 - A. All site drainage and details of stormwater runoff management shall meet the specifications of the Ionia County Drain Commissioner
 - B. Stormwater calculations may be required to verify adequate planned infrastructure
 - C. Proof of review and approval by the Ionia County Drain Commissioner, if requested by the Planning Commission
- (12) Hazardous Materials
 - A. Location and specifications of storage facilities for chemicals, salts, flammable or hazardous materials
 - B. Any required containment structures or clear zones in compliance with local, state, or federal regulations
- (13) Additional Requirements
 - A. Proposed grading that will result in new slopes of 20% or greater
 - B. Building elevation and cross-section drawings or floorplans, if requested by the Planning Commission
 - C. Small-scale map showing properties, streets, and zoning uses within one-half mile of the site
 - D. Any other details as required by the Planning Commission to evaluate the site's compliance with City standards

1276.06 FINAL SITE PLAN APPROVAL.

(a) The Planning Commission shall review the final site plan according to the general standards for site plan review as contained in this chapter and any other applicable regulations of this Zoning Code. Based on these standards and regulations, the Planning Commission shall approve, deny, or approve with conditions the final site plan.

(b) If approved, the applicant shall revise the site plan as necessary and submit the final site plan to the ~~Community Development Director~~Zoning Administrator to ensure that all revisions as required by the Planning Commission have been made.

(c) Upon approval of the final site plan, two copies of this plan shall be stamped as approved, dated, and signed by the ~~Community Development Director~~Zoning Administrator. One copy of the approved plan shall be retained by the applicant and one shall be retained by the ~~Director~~Zoning Administrator as part of the ~~building permit~~ review process.

(d) The ~~Community Development Director~~Zoning Administrator shall notify the Building Department for issuance of a building permit upon receipt of an approved final site plan, provided that all other applicable City regulations have been met ~~including compliance with the Building and Housing Code~~.

1276.07 STANDARDS FOR APPROVAL.

(a) General Approval Criteria: Before approving a site plan, the Planning Commission must ensure compliance with the following standards. If all applicable standards and other City ordinances are met, the site plan shall be approved.

(b) Access and Site Circulation

(1) Buildings must be arranged to allow emergency vehicle access as required by the City's Public Safety Department.

(2) The Planning Commission may:

- A. Limit the number of driveways for a site.
- B. Require shared driveways between contiguous parcels.
- C. Require parking lots on adjacent parcels to be connected.
- D. Align driveways opposite each other for improved traffic flow.

(3) Public and private circulation routes must integrate with existing or planned streets, pedestrian paths, and bicycle routes.

(4) Streets and drives that are part of an existing or planned street pattern serving adjacent development shall be of a condition appropriate to the traffic volume and type of traffic they will carry.

(5) On-site maneuvering space for trucks must be provided so that loading areas do not interfere with public right-of-way.

(c) Landscaping and Site Design

(1) Landscaping must comply with the City's landscape provisions.

(2) The site design must consider:

- A. Topography
- B. Type and size of lot and buildings
- C. Character of adjoining property
- D. Adjoining properties to prevent negative impacts on their orderly development or improvement for uses in this Zoning Code

- (3) Natural features should be preserved where practical, with minimal removal of vegetation and alterations to topography.
 - (4) Areas of natural drainage, such as wetlands, ponds, and swales, must be protected to maintain natural drainage patterns and habitats.
- (d) Privacy and Screening
 - (1) The site plan must provide reasonable visual and sound privacy for all dwelling units through the use of fences, landscaping, and other barriers where necessary.
 - (2) Outdoor storage and trash collection areas must comply with Chapter 1060 and be screened appropriately.
- (e) Pedestrian and Non-Motorized Transportation
 - (1) In recognition that a connected sidewalk system along City streets enhances pedestrian safety and conserves energy through non-motorized transportation opportunities, sidewalks shall be required as determined by the Planning Commission and must comply with City of Ionia sidewalk standards, as detailed in the City's Municipal Standards.
 - (2) Factors for requiring sidewalks include:
 - A. Existing and future pedestrian traffic near the site
 - B. Ability to enhance pedestrian safety
 - C. Traffic volume on adjacent streets
 - D. Potential for a connected sidewalk network
 - E. Proximity to pedestrian attractors (e.g., schools, public buildings, shopping areas)
 - F. Location of the proposed use
- (f) Lighting
 - (1) Exterior lighting shall be arranged so that illumination is deflected downward and away from adjacent properties and so that it does not interfere with the vision of motorists along adjacent streets.
 - (2) Flashing or intermittent lights shall not be permitted.
 - (3) Excessive lighting of buildings or structures shall be minimized to reduce light pollution.
- (g) Stormwater Management
 - (1) Stormwater drainage must be designed to prevent adverse impacts on neighboring properties and the public stormwater system.
 - (2) Provisions must be made for:
 - A. Erosion control, particularly during construction
 - B. Dust prevention
 - C. Retention/detention ponds, where necessary
 - (3) Paved surfaces must be designed to prevent water pooling and maintain safe traffic flow.
 - (4) The Planning Commission may require catch basins with oil filters to prevent contamination of natural drainage systems.
 - (5) As deemed necessary, the Planning Commission may require the site plan to be reviewed by the Ionia County Drain Commissioner.
- (h) Compliance with Regulations
 - (1) Site plans must comply with all applicable County, State, and Federal laws and regulations.

(2) Final site plan approval and permits may be conditioned upon obtaining necessary permits from relevant agencies.

- ~~—(a) Prior to approving a site plan, the Planning Commission shall require that the following standards be satisfied. If these standards and the other requirements noted in this section or in other City ordinances are met, the site plan shall be approved.~~
- ~~—(b) The Planning Commission shall have the authority to limit the number of driveways for a site, to require that parking lots on contiguous parcels be connected, that driveways for contiguous parcels be shared, and that opposite driveways be directly aligned.~~
- ~~—(c) Landscaping shall be provided and designed in accordance with the City's landscape provisions.~~
- ~~—(d) All elements of the site plan shall be designed to take into account the site's topography, the size and type of lot, the character of adjoining property and the type and size of buildings. The site shall be developed so as not to impede the normal and orderly development or improvement of surrounding property for uses permitted in this Zoning Code.~~
- ~~—(e) The landscape shall be preserved in its natural state, insofar as practical, by removing only those areas of vegetation or by making those alterations to the topography which are reasonably necessary to develop the site in accordance with the requirements of this Zoning Code. A development shall respect the natural resources of the City.~~
- ~~—(f) Areas of natural drainage, such as swales, wetlands, ponds, or swamps, shall be protected and preserved insofar as practical in their natural state to provide areas for natural habitat, preserve drainage patterns and maintain the natural characteristics of the land.~~
- ~~—(g) The site plan shall provide reasonable visual and sound privacy for all dwelling units located therein. Fences, walls, barriers, and landscaping shall be used, as appropriate, to accomplish these purposes.~~
- ~~—(h) All buildings or groups of buildings shall be arranged so as to permit necessary emergency vehicle access as requested by the City Fire Department.~~
- ~~—(i) In recognition that a sidewalk system along City streets would enhance pedestrian safety and conserve energy through non-motorized transportation opportunities, sidewalks shall be required as determined by the Planning Commission during the site plan review process. Sidewalks, if required, shall be constructed in accordance with the City of Ionia sidewalk standards. Additions to or renovations of buildings, existing as of the effective date of this chapter, which require site plan review, shall be subject to the requirements herein. In determining the need for a sidewalk, the following criteria shall be considered:~~
 - ~~—(1) The amount of current and future pedestrian traffic passing by the site.~~
 - ~~—(2) Whether a sidewalk would enhance the safety of pedestrians currently walking by the site as well as the safety of future pedestrians.~~
 - ~~—(3) The existing and future volume of traffic on the street abutting the site.~~
 - ~~—(4) The existence or probability of sidewalks being constructed on adjacent properties in order to create or complete a usable sidewalk system.~~
 - ~~—(5) The location of the proposed use.~~
 - ~~—(6) The location of pedestrian attractors such as schools, churches, public buildings, and shopping opportunities.~~
- ~~—(j) The arrangement of public or common ways for vehicular and pedestrian circulation shall be connected to existing or planned streets and pedestrian or bicycle pathways in the area. Streets and drives which are part of an existing or planned street pattern serving adjacent development shall be of a condition appropriate to the traffic volume and type of traffic they will carry.~~

~~—(k) Appropriate measures shall be taken to ensure that removal of surface waters will not adversely affect neighboring properties or the public storm water drainage system. Provisions shall be made to accommodate storm water, prevent erosion, particularly during construction, and prevent the formation of dust. The use of detention/retention ponds may be required. Surface water on all paved areas shall be collected at intervals so that it will not obstruct the flow of vehicular or pedestrian traffic or create puddles in paved areas. The Planning Commission may, in its discretion, require catch basins to contain oil filters or traps to prevent contaminants from being discharged to the natural drainage system.~~

~~—(l) Exterior lighting shall be arranged so that illumination is deflected away from adjacent properties and so that it does not interfere with the vision of the motorist along adjacent streets. Flashing or intermittent lights shall not be permitted. Excessive lighting of buildings or structures shall be minimized to reduce light pollution.~~

~~—Street lights which conform to the City of Ionia specifications for street lighting shall be installed within the right of way along all streets abutting the parcel. The Planning Commission may, in its discretion, require these same street lights to be installed on the parcel at locations which are close to the street in order to maintain a consistent lighting theme along City streets.~~

~~—(m) Outside storage areas, including areas for the storage of trash shall conform to the regulations contained in Chapter 1060 of these Codified Ordinances.~~

~~—(n) Maneuvering space for trucks using on-site loading areas shall be provided on premises and shall not necessitate the use of the public right of way.~~

~~—(o) Site plans shall conform to all applicable requirements of County, State and Federal statutes, and approval may be conditioned on the applicant receiving necessary County, State and Federal permits before final site plan approval or any occupancy permit is granted.~~

1276.08 CONDITIONS OF APPROVAL.

(a) As part of ~~an approval to any~~ site plan approval, the Planning Commission or the ~~Community Development Director~~ Zoning Administrator, as applicable, may impose ~~any~~ additional reasonable conditions or limitations ~~as in its judgment may be deemed~~ necessary ~~to for~~ protection of the public interest.

(b) Any conditions imposed must directly relate to and ensure compliance with the review standards outlined in Section 1276.07. Such conditions shall be related to and ensure that the review standards of Section 1276.07 are met.

(c) Approval of a site plan approval, including conditions made as part of the approval, shall apply to the property described in the application, regardless of subsequent changes in ownership.

(d) A record of conditions imposed shall be maintained. The conditions shall remain unchanged unless an amendment to the site plan is approved in accordance with this Zoning Code.

(e) The Planning Commission shall keep an official record of its decisions, including the rationale for approval or denial and any conditions imposed. These records shall be documented in the Planning Commission's meeting minutes. A record of the decision of the Planning Commission, the reasons for the decision reached and any conditions attached to such decision shall be kept as part of the minutes of the Planning Commission.

(f) The ~~Community Development Director~~ Zoning Administrator may ~~make~~ conduct periodic ~~investigations~~ inspections of approved developments to ensure compliance with the site plan and

its conditions for which site plans have been approved. Non-compliance with the requirements and conditions of the approved site plan shall be violations of this Zoning Code. Any failure to comply shall be considered a violation of this Zoning Code.

1276.09 VALIDITY OF FINAL SITE PLANS.

(a) Final site plan approval is valid for up to one year. If substantial construction has not begun and meaningfully progressed toward completion within this period, the approval becomes void. Approval of the final site plan is valid for a period of not longer than one year unless extended as allowed herein. If actual construction of a substantial portion of the improvements included in the approved site plan has not commenced and proceeded meaningfully toward completion during that period, the approval of the final site plan shall be voided.

(b) The applicant may request a one-time extension by submitting a written application before the one-year approval period expires. The Planning Commission may grant an extension of up to one additional year if the applicant provides sufficient evidence that construction is likely to commence within the extended timeframe. Upon written application, filed prior to the termination of the one-year review period, the Planning Commission may authorize a single extension of the time limit for approval of a final site plan for a further period of not more than one year. Such extension shall only be granted based on evidence from the applicant that there is a likelihood of construction commencing within the one-year extension.

1276.10 PERFORMANCE GUARANTEES.

(a) As a condition of approval of a site plan review, the Planning Commission may require a performance guarantee to ensure the installation of those features or components of the approved activity or construction that are considered necessary to protect the health, safety, and welfare of the public and of users or inhabitants of the proposed development. Such features or components, hereafter referred to as "improvements," may include but shall not be limited to roadways, curbs, landscaping, fences, walls, screens, lighting, drainage facilities, sidewalks, driveways, utilities, and similar items.

(1) Such performance guarantee shall be in a principal amount reasonably estimated to enable the City to recover any costs it incurs to complete such work or otherwise assure compliance with the requirements, specifications, and conditions of such approval should the applicant fail to do so within the time specified within the approval. The Zoning Administrator, City Attorney, and the applicant shall work together to establish the amount needed to reasonably cover the costs of non-performance. The terms of the performance guarantee may, but shall not be required to, provide for partial releases of the amount of the guarantee as the requirements, specifications, and conditions imposed with the approval are fulfilled. If the applicant disagrees with the City staff as to the amount needed to reasonably cover the costs of non-performance, the City shall procure an engineer's cost estimate for determining the amount required.

(2) The performance guarantee shall be provided before any permits are issued pursuant to this Zoning Code or the construction code and the failure of any such performance guarantee shall be a basis for revoking any permit granted under this Zoning Code.

(b) Performance guarantees shall be processed in the following manner.

- (1) Prior to the filing of a final site plan, a pre-application conference may be held to provide an opportunity for the City staff to inform the applicant of the City's requirements regarding performance guarantees.
- (2) Upon filing of the final site plan, the applicant shall prepare an itemized cost estimate of the required improvements, which shall then be reviewed by the Zoning Administrator. The amount of the performance guarantee shall be 100% of the cost of installing the required improvements, plus the cost of necessary engineering and a reasonable amount for contingencies.
- (3) The required performance guarantee may be in the form of a cash deposit, certified check, irrevocable bank letter of credit, or surety bond acceptable to the City.
- (4) Upon receipt of the required performance guarantee, the Zoning Administrator shall issue permits and approvals as appropriate for the subject development or activity, provided that all other requirements of this Zoning Code have been met.
- (5) The Zoning Administrator, upon written request of the obligor, shall rebate portions of the performance guarantee upon a determination that the improvements for which the rebate has been requested have been satisfactorily completed. The portion of the performance guarantee to be rebated shall be in the same amount as stated in the itemized cost estimate for the applicable improvement.
- (6) When all of the required improvements have been completed, the obligor shall send written notice to the City of the completion of said improvements.
- (7) Thereupon, the Zoning Administrator shall inspect all of the improvements and approve, partially approve, or reject the improvements with a statement of the reasons for any rejections. If partial approval is granted, the cost of the improvements rejected shall be set forth.
- (8) The Zoning Administrator shall notify the obligor in writing of the decision within 30 days after receipt of the notice from the obligor of the completion of the improvements. Where partial approval is granted, the obligor shall be released from liability pursuant to relevant portions of the performance guarantee, except for that portion sufficient to secure completion of the improvements not yet approved.

(a)(c) A record of authorized performance guarantees shall be maintained by the Zoning Administrator or his or her designee.

(a)-

~~The Planning Commission may require reasonable performance guarantees in order to assure the completion of required improvements. Such performance guarantees may include a performance bond, letter of credit or other written guarantees or assurances deemed satisfactory in the circumstances and authorized by law. The amount of the performance guarantee shall be determined by the Planning Commission. Such arrangements shall have such sureties or guarantors as are satisfactory to the Planning Commission and shall be conditioned upon faithful compliance with all of the provisions and requirements of the approved site plan and construction and placement of all of the improvements therein. In its discretion, the Planning Commission may reduce a proportionate share of the amount specified in a performance bond,~~

~~letter of credit or other written assurance, based upon the percent or other portion of improvements completed, as verified by the Planning Commission or appropriate City official. Furthermore, the Planning Commission may rebate or refund a proportionate share of a cash bond.~~

1276.11 AMENDMENTS TO APPROVED SITE PLAN.

- (a) Notification of Amendments: Any proposed changes to an approved site plan must be reported to the Zoning Administrator.
- (b) Minor Changes: Minor amendments that do not significantly alter the site's design or modify conditions set by the Planning Commission may be approved by the Zoning Administrator. The Administrator has the discretion to determine whether a change is minor but may also refer such requests to the Planning Commission for approval.
- (c) Major Changes: Major amendments that substantially modify the site's design or alter conditions imposed by the Planning Commission must be reviewed and approved by the Planning Commission. The determination of whether a change is major rests solely with the Zoning Administrator.
- ~~—(a) A person granted site plan approval shall notify the Community Development Director of any proposed amendment to the approved site plan.~~
- ~~—(b) A minor change, one that does not substantially change the basic design or alter conditions required by the Planning Commission, may be approved by the Community Development Director. Determination of a minor change shall rest solely within the discretion of the Administrator. The Administrator may, however, refer a minor change to the Planning Commission for its approval.~~
- ~~—(c) A major change, one that does substantially change the basic design or alter conditions required by the Planning Commission, may be approved by the Planning Commission. Determination of a major change shall rest solely within the discretion of the Community Development Director.~~

1276.12 EXPANSION OF EXISTING USE, STRUCTURE OR BUILDING.

Recognizing that some existing land uses, buildings, and structures do not conform to current zoning regulations, any proposed expansions or modifications requiring site plan review (per Section 1276.02) must adhere to the following standards:

- (a) Application of Site Development Standards: Existing uses, buildings, or structures affected by expansions, enlargements, or increased intensity will be evaluated using the site development standards applied during site plan review. These standards will be enforced if any of the following conditions are found:
 - (1) Stormwater Management: Existing drainage provisions are inadequate to prevent runoff contamination or drainage issues on adjacent properties.
 - (2) Parking Deficiencies: On-site parking does not meet current zoning requirements, or a hard surface parking area is needed to reduce dust and prevent gravel or dirt runoff into the public drainage system.
 - (3) Traffic Hazards: Existing driveways create hazardous vehicle movements and should be closed or relocated.

- (4) Landscaping and Screening: Additional plantings, replacement of removed vegetation, or new screening (fencing or landscaping) is necessary to buffer uses or shield stored materials.
- (5) Improved Property Access: Connections between parking lots or installation of service drives are needed to enhance traffic circulation or reduce turning movements onto public streets.
- (6) Pedestrian and Emergency Access: Enhancements are required to improve pedestrian safety or provide better access for emergency vehicles.
- (7) Lighting Issues: Additional light is needed or improved lighting is needed to reduce glare or eliminate light pollution affecting drivers or nearby properties.
- (8) Dumpster Screening: Proper screening of dumpsters is necessary to improve site appearance and reduce windblown debris.
- (9) Sidewalks: Sidewalks are needed to enhance pedestrian safety or to fill priority gaps in the sidewalk system.
- (b) Criteria for Applying Site Plan Standards: When determining how to apply site plan review standards to address deficiencies, the Planning Commission will consider:
 - (1) Public Benefit: Whether compliance improves safety, protects natural resources, enhances traffic circulation, promotes compatible land use, and aligns with the goals of site plan review.
 - (2) Practicality: The feasibility of implementing zoning requirements based on the site's existing design, layout, and operational constraints.
 - (4)(3) Neighborhood Impact: Whether requiring compliance would positively or negatively affect the character, safety, and welfare of the surrounding area.
 - ~~—(a) It is recognized that there are existing land uses, buildings, and structures which do not conform to the current regulations of this Zoning Code and as such do not achieve the intended purposes of this Zoning Code. When additions to these uses, buildings, and structures are made so that a site plan review is required per Section 1276.02, the following regulations shall apply.~~
 - ~~—(b) The site development standards used in reviewing site plans shall be applied to existing uses, structures or buildings when they are affected by any expansions, enlargements or increases in intensity. These standards shall be applied if it is determined that as a result of such expansions, enlargements or increases in intensity, any of the following situations exist:~~
 - ~~—(1) Existing stormwater drainage provisions on-site are inadequate to protect nearby lakes, streams or creeks from runoff contaminants or to prevent drainage onto adjoining properties.~~
 - ~~—(2) There is insufficient on-site parking to satisfy current Zoning Code requirements and/or a hard surface parking area is needed to reduce dust and reduce gravel and dirt runoff into the public stormwater drainage system.~~
 - ~~—(3) Existing driveways may result in hazardous vehicle movements and should be closed or relocated.~~
 - ~~—(4) Additional plantings are needed in order to comply with the intent of the City of Ionia landscape regulations or to replace trees and shrubs previously removed, or screening is needed in the form of fencing or landscaping to provide a buffer between uses, particularly to screen materials stored outside.~~
 - ~~—(5) Access to adjoining properties is inadequate and can be improved by way of parking lot connections or installation of service drives to improve traffic circulation and reduce the number of turning movements onto the public street system.~~

- ~~—(6) Safety for pedestrians can be improved and better emergency vehicle access can be provided.~~
- ~~—(7) Better lighting conditions are needed to reduce or eliminate nuisance lighting situations for drivers and nearby properties.~~
- ~~—(8) Screening of dumpsters is needed to improve the appearance of a site and reduce the likelihood of windblown trash.~~
- ~~—(9) Sidewalks are needed to improve pedestrian safety.~~
- ~~—(c) In determining how to apply the site plan review standards to address the above deficiencies found on a site, the Planning Commission shall be guided by the following criteria:~~
 - ~~—(1) Whether or not compliance would ensure safer on-site conditions, protect the natural environment, improve traffic circulation, achieve compatibility with adjacent land uses, promote the use of the land in a socially and economically desirable manner and generally accomplish the purposes of site plan review as described in this chapter.~~
 - ~~—(2) The practicality of requiring compliance with the applicable regulations of this Zoning Code based on the existing design, layout, and operation of the existing use and size of the site.~~
 - ~~—(3) Whether or not requiring compliance would have a negative impact on the character, safety, and welfare of the neighborhood or surrounding area.~~

Section 2. Amendment to Part Twelve, Title Six, Chapter 1289, Section 1289.08. Part Twelve, Title Six, Chapter 1289, Section 1289.08 of the Codified Ordinances is hereby amended to read in its entirety as follows:

1289.08 APPLICATION AND PROCESSING PROCEDURES.

- (a) As required by the Medical Marihuana Facilities Licensing Act, PA 281 of 2016, any applicant for a medical marihuana facility license shall provide the City of Ionia notification by registered mail informing the City that the applicant has applied for a license under the Act. When the City receives the notice, within 90 days the City shall provide to the Medical Marihuana Licensing Board a copy of the City of Ionia ordinance permitting and regulating medical marihuana facilities, and a description of any previous medical marihuana related ordinance violation of the applicant.
- (b) An application for special land use approval for a medical marihuana facility shall be in accordance with the application procedures for special land uses as required by Chapter 1274 of the City of Ionia Zoning Ordinance, including a site plan prepared according to the requirements of Chapter 1276.
- (c) A notice for public hearing as required by Section 1274.03(d), ~~and as required by Section 1276.05(b)~~ shall be additionally sent to all properties within the distance as required for those buffered uses as required by Section 1289.05(c)(1).
- (d) In addition to all application materials as required for a special land use, an application for a medical marihuana facility, on a form as approved by the City Council, shall be completed and submitted by the applicant.
- (e) The application shall include the following information in addition to any additional information as required by the application form for a medical marihuana facility:
 - (1) The City of Ionia may request from the applicant a copy of the Entity/Individual Prequalification Application Packet for a state medical marihuana facility operating license as required to be submitted to the State of Michigan.

- (2) A copy of the proposed Business Plan if requested by the Planning Commission.
 - (3) Proof of ownership of the entire premises wherein the medical marihuana establishment is to be operated; or written consent from the property owner of use of the premises for a medical marihuana facility, and a copy of any lease agreement.
 - (4) A description of the security plan for the medical marihuana establishment, prepared as required by the Medical Marihuana Facilities Licensing Act, PA 281 of 2016, M.C.L.A. §§ 333.27101 et seq., as amended, including but not limited to any lighting, alarms, barriers, recording or monitoring devices, and security guard arrangements proposed for the facility and its premises. Each medical marihuana facility shall have a security guard present during business hours, or alternative security measures by the Planning Commission as a condition of special land use approval.
 - (5) A professionally prepared scaled drawing of the floor plan of the medical marihuana facility including uses of all floor areas.
 - (6) A diagram of any proposed text or graphic materials to be shown on the exterior of the proposed medical marihuana facility.
 - (7) A location area map showing the distance to all buffered uses as required in Section 1289.05(c). Each buffered use shall be labeled on the location area map.
 - (8) A waste disposal plan, indicating how all waste products, including marihuana that is to be destroyed or is considered waste, will be disposed of and prevented from being ingested by humans or animals. In no case shall waste be burned on site, or introduced into the sanitary sewer system or stormwater management system.
 - (9) A signed affidavit that neither the applicant nor any investor with an interest in the medical marihuana facility is in default to the City of Ionia for failure to pay any property taxes, income taxes, special assessments, fines, fees, or other financial obligation to the City of Ionia.
 - (10) In the case of an application for a grower license, chemical and pesticide storage plan that states the names of the pesticides, herbicides, and any other chemicals that will be used in cultivation, and a plan for disposal of unused pesticides, herbicides, and chemicals.
- (f) All applications for special land use approval for a medical marihuana facility shall be accompanied by an application fee of \$5,000.
 - (g) All applications for a special land use for a medical marihuana facility shall obtain a building permit for any building utilized as a proposed medical marihuana facility, or for a change of occupancy for an existing building to be utilized as a proposed marihuana facility, from the governmental entity having jurisdiction to approve building permits in the City of Ionia under the Stille-DeRossett-Hale single state construction code act, PA 230 of 1972.
 - (h) Any other information requested by the Planning Commission, the City Council, public safety official, or other municipal official in order to complete the review of the application.

Section 3. Amendment to Part Twelve, Title Six, Chapter 1290, Section 1290.09. Part Twelve, Title Six, Chapter 1290, Section 1290.09 of the Codified Ordinances is hereby amended to read in its entirety as follows:

1290.09 APPLICATION AND PROCESSING PROCEDURES.

- (a) As required by the Michigan Regulation and Taxation of Marihuana Act, M.C.L.A. §§ 333.27951 et seq., as amended (MRTMA) and Rules, the Department shall forward a copy of any complete application for a marihuana establishment license to the City. The Department shall determine whether the applicant and the premises qualify for a state license, and shall notify the applicant of approval of a license or send the applicant notice of rejection within 90 days.
- (b) An application for special land use approval for a marihuana establishment shall be in accordance with the application procedures for special land uses as required by Chapter 1274 of the City Code, including a site plan prepared according to the requirements of Chapter 1276.
- (c) A notice for public hearing as required by Section 1274.03(d), ~~and as required by Section 1276.05(b)~~ shall be additionally sent to all properties within the distance as required for those buffered uses as required by Section 1290.06(g).
- (d) In addition to all application materials as required for a special land use, an application for a marihuana establishment, on a form as approved by the City Council, shall be completed and submitted by the applicant.
- (e) The application shall include the following information in addition to any additional information as required by the application form for a marihuana establishment:
 - (1) The City may request from the applicant a copy of the entity/individual prequalification application packet for a marihuana establishment operating license as required to be submitted to the State of Michigan.
 - (2) A copy of the proposed business plan if requested by the Planning Commission.
 - (3) Proof of ownership of the entire premises wherein the marihuana establishment is to be operated; or written consent from the property owner of use of the premises for a marihuana establishment, and a copy of any lease agreement.
 - (4) A description of the security plan for the marihuana establishment, prepared as required by the Michigan Regulation and Taxation of Marihuana Act, M.C.L.A. §§ 333.27951 et seq., as amended (MRTMA) and Rules, including but not limited to any lighting, alarms, barriers, recording or monitoring devices, and security guard arrangements proposed for the establishment and its premises. Each marihuana establishment shall have a security guard present during business hours, or alternative security measures approved by the Planning Commission as a condition of special land use approval.
 - (5) A professionally prepared scaled drawing of the floor plan of the marihuana establishment including uses of all floor areas. Locations of all interior and exterior security recording devices shall be shown on the floor plan.
 - (6) A diagram of any proposed text or graphic materials to be shown on the exterior of the proposed marihuana establishment.

- (7) A location area map showing the distance to all buffered uses as required in Section 1290.06(g)(1). Each buffered use shall be labeled on the location area map.
- (8) A waste disposal plan, indicating how all waste products, including marihuana that is to be destroyed or is considered waste, will be disposed of and prevented from being ingested by humans or animals. In no case shall waste be burned on site, or introduced into the sanitary sewer system or stormwater management system.
- (9) A signed affidavit that neither the applicant nor any investor with an interest in the marihuana establishment is in default to the City for failure to pay any property taxes, income taxes, special assessments, fines, fees, or other financial obligation to the City.
- (10) In the case of an application for a grower establishment, a chemical and pesticide storage plan that states the names of the pesticides, herbicides, and any other chemicals that will be used in cultivation, and a plan for disposal of unused pesticides, herbicides, and chemicals.
- (f) All applications for special land use approval for a marihuana establishment shall be accompanied by an application fee of \$5,000, or a fee as set by resolution of the City Council.
- (g) All applications for a special land use for a marihuana establishment shall obtain a building permit for any building utilized as a proposed marihuana establishment, or for a change of occupancy for an existing building to be utilized as a proposed marihuana establishment, from the governmental entity having jurisdiction to approve building permits in the City under the Stille-DeRossett-Hale single state construction code act, PA 230 of 1972.
- (h) Any other information requested by the Planning Commission, the City Council, or other municipal official in order to complete the review of the application.

Section 4. Severability. Should any portion of this Ordinance be declared to be invalid or unconstitutional by a court of competent jurisdiction, such declaration shall not affect any other portion or provision of this Ordinance, which shall remain valid and in full force and effect.

Section 5. Effective Date. This Ordinance shall become effective upon the expiration of seven (7) days after this Ordinance's adoption, or a summary thereof, appears in the newspaper as provided by law.

The vote to approve and adopt this Ordinance was as follows:

YEAS: _____

NAYS: _____

ABSENT/ABSTAIN: _____

ORDINANCE NO. 594 DECLARED ADOPTED

CITY OF IONIA

Dated: _____

Jonathan T. Bowman, City Clerk

CERTIFICATION

I hereby certify that the above is a true copy of the Ordinance adopted by the City Council of the City of Ionia as of the date, time, and place as specified above, pursuant to the required statutory procedures.

Jonathan T. Bowman, City Clerk

Introduction and First Reading:

Notice of Public Hearing:

Public Hearing, Second Reading, Adoption:

Effective (7 days after publication):

CITY OF IONIA
STAFF REPORT FOR COUNCIL AGENDA ITEM

Agenda Item: VII.2

TO: Mayor Milewski and Councilmembers

FROM: Precia Garland, City Manager

DATE: June 4, 2025

RE: Set Public Hearing - Resolution 2025-14 - Obsolete Property Rehabilitation
Exemption Certification Application for 322 and 324 W. Main Street, Ionia, Michigan

Background:

The City of Ionia previously approved creation of an Obsolete Property Rehabilitation Exemption District on April 3, 2002, in accordance with PA 146 of 2000, as amended. The City of Ionia OPRE District #1 encompasses the entire DDA District. Eligible properties within the district that have been certified as obsolete by the city assessor, and for which major rehabilitation activities are planned, may apply for an Obsolete Property Rehabilitation Exemption Certificate. If approved, the certificate will abate local property taxes derived from the value of real property improvements for up to 12 years. Before an OPRE Certificate application can be considered, a public hearing must be scheduled and appropriate notice sent to the affected taxing jurisdictions.

An application for an OPRE Certificate has been received from Artichoke Investments, LLC to completely renovate the buildings at 322 and 324 W. Main Street. Renovation plans include creating four apartments on the second floors and rehabilitation of both commercial space storefronts on the first floor. The total estimated investment is \$975,458.60.

Requested Action / Motion:

As required by PA 146 of 2000, it is requested the Ionia City Council schedule a public hearing to receive comments on the OPRE Certificate application for 322 and 324 W. Main Street (as attached) and also approve that notice be sent to the potentially affected taxing jurisdictions.

Motion By:

Seconded By:

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

NOTICE OF PUBLIC HEARING

CITY OF IONIA

APPLICATION FOR OBSOLETE PROPERTY REHABILITATION
EXEMPTION CERTIFICATE – 322 and 324 W MAIN STREET

PLEASE TAKE NOTICE THAT a Public Hearing will be held before the Ionia City Council on July 2, 2025, at 6:30 p.m. in the Council Chambers of Ionia City Hall, 114 South Kidd Street, Ionia, on the application by Artichoke Investments, LLC for an Obsolete Property Rehabilitation Exemption Certificate regarding real property located at 322 and 324 W Main Street, Ionia.

Following the public hearing, the City Council of the City of Ionia will consider taking action regarding the application. If approved, the certificate provides a property tax exemption for up to 12 years. The applicant intends to completely rehabilitate and reuse the building for first floor commercial and second floor residential use.

The City of Ionia complies with the "Americans with Disabilities Act." If auxiliary aids or services are required at a public meeting for individuals with disabilities, please contact Jonathan Bowman, City Clerk, at least three (3) business days prior to any such meeting.

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



**A RESOLUTION TO APPROVE AN OBSOLETE PROPERTY
REHABILITATION EXEMPTION CERTIFICATE APPLICATION
PA 146 OF 2000 AS AMENDED**

Minutes of a regular meeting of the City Council of the City of Ionia, held on July 2, 2025, at Ionia City Hall in Ionia, Michigan at 6:30 PM.

PRESENT:

ABSENT:

The following preamble and resolution were offered by _____, and supported by _____.

**Resolution 2025-14 Approving Obsolete Property Rehabilitation Exemption
Certificate Application for Artichoke Investments, LLC with property located at
322 and 324 W. Main Street, Ionia, Michigan**

WHEREAS, pursuant to PA 146 of 2000, the City of Ionia is a Qualified Local Governmental Unit eligible to establish one or more Obsolete Property Rehabilitation Districts; and

WHEREAS, the City of Ionia legally established the Obsolete Property Rehabilitation District #1 on April 3, 2001, following a public hearing held on April 3, 2001; and

WHEREAS, the taxable value of the property proposed to be exempt plus the aggregate taxable value of property already exempt under Public Act 146 of 2000 and under Public Act 198 of 1974 (IFT's) does not exceed 5% of the total taxable value of the City of Ionia; and

WHEREAS, the application was approved at a public hearing as provided by section 4(2) of Public Act 146 of 2000 on July 2, 2025; and

WHEREAS, Artichoke Investments, LLC is not delinquent in any taxes related to the facility; and

WHEREAS, the application is for obsolete property as defined in section 2(h) of Public Act 146 of 2000; and

WHEREAS, the applicant, Artichoke Investments, LLC, has provided answers to all required items under “Instructions” (a) through (f) of the Application for Obsolete Property Rehabilitation Exemption Certification to the City of Ionia; and

WHEREAS, the City of Ionia requires that rehabilitation of the facility shall be completed by December 31, 2026; and

WHEREAS, the commencement of the rehabilitation of the facility did not occur before the establishment of the Obsolete Property Rehabilitation District; and

WHEREAS, the application relates to a rehabilitation program that when completed constitutes a rehabilitated facility within the meaning of Public Act 146 of 2000 and that is situated within an Obsolete Property Rehabilitation District established in the City of Ionia eligible under Public Act 146 of 2000 to establish such a district; and

WHEREAS, completion of the rehabilitated facility is calculated to, and will at the time of issuance of the certificate, have the reasonable likelihood to increase commercial activity, create employment, retain employment, prevent a loss of employment, revitalize urban areas, or increase the number of residents in the community in which the facility is situated; and

WHEREAS, the rehabilitation includes improvements aggregating 10% or more of the true cash value of the property at commencement of the rehabilitation as provided by section 2(l) of Public Act 146 of 2000.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Ionia that Artichoke Investments, LLC be and hereby is granted an Obsolete Property Rehabilitation Exemption for the real property, excluding land, located in Obsolete Property Rehabilitation District #1 at 322 and 324 W. Main Street for a period of 12 years, beginning December 31, 2025 and ending December 30, 2037, pursuant to the provisions of PA 146 of 2000, as amended.

AYES: _____

NAYS: _____

ABSTAINS: _____

RESOLUTION DECLARED ADOPTED.

I hereby certify that the foregoing constitutes a true and complete copy of a resolution adopted by the City Council of the City of Ionia County of Ionia, Michigan at a regular meeting held on July 2, 2025.

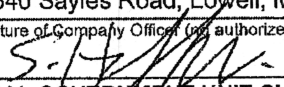
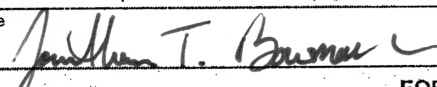
Jonathan Bowman, City Clerk

Application for Obsolete Property Rehabilitation Exemption Certificate

Issued under authority of Public Act 146 of 2000, as amended.

This application should be filed after the district is established. This project will not receive tax benefits until approved by the State Tax Commission. Applications received after October 31 may not be acted upon in the current year. This application is subject to audit by the State Tax Commission.

INSTRUCTIONS: File the completed application and the required attachments with the clerk of the local government unit. (The State Tax Commission requires two copies of the Application and attachments. The original is retained by the clerk.) See State Tax Commission Bulletin 9 of 2000 for more information about the Obsolete Property Rehabilitation Exemption. The following must be provided to the local government unit as attachments to this application: (a) General description of the obsolete facility (year built, original use, most recent use, number of stories, square footage); (b) General description of the proposed use of the rehabilitated facility, (c) Description of the general nature and extent of the rehabilitation to be undertaken, (d) A descriptive list of the fixed building equipment that will be a part of the rehabilitated facility, (e) A time schedule for undertaking and completing the rehabilitation of the facility, (f) A statement of the economic advantages expected from the exemption. A statement from the assessor of the local unit of government, describing the required obsolescence has been met for this building, is required with each application. Rehabilitation may commence after establishment of district.

Applicant (Company) Name (applicant must be the OWNER of the facility)			
Artichoke Investments, LLC			
Company Mailing Address (Number and Street, P.O. Box, City, State, ZIP Code)			
10640 Sayles Road, Lowell, Michigan 49331			
Location of obsolete facility (Number and Street, City, State, ZIP Code)			
322 and 324 W. Main Street			
City, Township, Village (indicate which)		County	
City of Ionia		Ionia	
Date of Commencement of Rehabilitation (mm/dd/yyyy)	Planned date of Completion of Rehabilitation (mm/dd/yyyy)	School District where facility is located (include school code)	
October 1, 2025	September 21, 2026	Ionia Public Schools 34018	
Estimated Cost of Rehabilitation		Number of years exemption requested	
\$975,458.60		12	
Attach legal description of obsolete property on separate sheet.			
Expected Project Outcomes (Check all that apply)			
☒ Increase commercial activity		☐ Retain employment	
☒ Create employment		☐ Prevent a loss of employment	
		☒ Revitalize urban areas	
		☒ Increase number of residents in the community in which the facility is situated	
Indicate the number of jobs to be retained or created as a result of rehabilitating the facility, including expected construction employment. <u>12</u>			
☒ Each year, the State Treasurer may approve 25 additional reductions of half the school operating and state education taxes for a period not to exceed six years. Check the box at left if you wish to be considered for this exclusion.			
APPLICANT CERTIFICATION			
The undersigned, authorized officer of the company making this application certifies that, to the best of his/her knowledge, no information contained herein or in the attachments hereto is false in any way and that all of the information is truly descriptive of the property for which this application is being submitted. Further, the undersigned is aware that, if any statement or information provided is untrue, the exemption provided by Public Act 146 of 2000 may be in jeopardy.			
The applicant certifies that this application relates to a rehabilitation program that, when completed, constitutes a rehabilitated facility, as defined by Public Act 146 of 2000, as amended, and that the rehabilitation of the facility would not be undertaken without the applicant's receipt of the exemption certificate.			
It is further certified that the undersigned is familiar with the provisions of Public Act 146 of 2000, as amended, of the Michigan Compiled Laws; and to the best of his/her knowledge and belief, (s)he has complied or will be able to comply with all of the requirements thereof which are prerequisite to the approval of the application by the local unit of government and the issuance of an Obsolete Property Rehabilitation Exemption Certificate by the State Tax Commission.			
Name of Company Officer (No authorized agents)		Telephone Number	Fax Number
Artichoke Investments, LLC		(517) 944-5515	
Mailing Address		E-mail Address	
10640 Sayles Road, Lowell, Michigan 49331		stephanie.hoffer@hoffersheremet.com	
Signature of Company Officer (not authorized agents)		Title	
		Developer	
LOCAL GOVERNMENT UNIT CLERK CERTIFICATION			
The Clerk must also complete Parts 1, 2 and 4 on page 2. Part 3 is to be completed by the Assessor.			
Signature		Date Application Received	
		May 27, 2025	
FOR STATE TAX COMMISSION USE			
Application Number		Date Received	LUCI Code

LOCAL GOVERNMENT ACTION

This section is to be completed by the clerk of the local governing unit before submitting the application to the State Tax Commission. Include a copy of the resolution which approves the application and Instruction items (a) through (f) on page 1, and a separate statement of obsolescence from the assessor of record with the State Assessor's Board. All sections must be completed in order to process.

PART 1: ACTION TAKEN

Action Date

☐ Exemption Approved for _____ Years, ending December 30, _____ (not to exceed 12 years)

☐ Denied

Date District Established

LUCI Code

School Code

PART 2: RESOLUTIONS (the following statements must be included in resolutions approving)

A statement that the local unit is a Qualified Local Governmental Unit.

A statement that the Obsolete Property Rehabilitation District was legally established including the date established and the date of hearing as provided by section 3 of Public Act 146 of 2000.

A statement indicating whether the taxable value of the property proposed to be exempt plus the aggregate taxable value of property already exempt under Public Act 146 of 2000 and under Public Act 198 of 1974 (IFT's) exceeds 5% of the total taxable value of the unit.

A statement of the factors, criteria and objectives, if any, necessary for extending the exemption, when the certificate is for less than 12 years.

A statement that a public hearing was held on the application as provided by section 4(2) of Public Act 146 of 2000 including the date of the hearing.

A statement that the applicant is not delinquent in any taxes related to the facility.

If it exceeds 5% (see above), a statement that exceeding 5% will not have the effect of substantially impeding the operation of the Qualified Local Governmental Unit or of impairing the financial soundness of an affected taxing unit.

A statement that all of the items described under "Instructions" (a) through (f) of the Application for Obsolete Property Rehabilitation Exemption Certificate have been provided to the Qualified Local Governmental Unit by the applicant.

A statement that the application is for obsolete property as defined in section 2(h) of Public Act 146 of 2000.

A statement that the commencement of the rehabilitation of the facility did not occur before the establishment of the Obsolete Property Rehabilitation District.

A statement that the application relates to a rehabilitation program that when completed constitutes a rehabilitated facility within the meaning of Public Act 146 of 2000 and that is situated within an Obsolete Property Rehabilitation District established in a Qualified Local Governmental Unit eligible under Public Act 146 of 2000 to establish such a district.

A statement that completion of the rehabilitated facility is calculated to, and will at the time of issuance of the certificate, have the reasonable likelihood to, increase commercial activity, create employment, retain employment, prevent a loss of employment, revitalize urban areas, or increase the number of residents in the community in which the facility is situated. The statement should indicate which of these the rehabilitation is likely to result in.

A statement that the rehabilitation includes improvements aggregating 10% or more of the true cash value of the property at commencement of the rehabilitation as provided by section 2(l) of Public Act 146 of 2000.

A statement of the period of time authorized by the Qualified Local Governmental Unit for completion of the rehabilitation.

PART 3: ASSESSOR RECOMMENDATIONS

Provide the Taxable Value and State Equalized Value of the Obsolete Property, as provided in Public Act 146 of 2000, as amended, for the tax year immediately preceding the effective date of the certificate (December 31 of the year approved by the STC)

Building Taxable Value

Building State Equalized Value

\$

\$

Name of Government Unit

Date of Action Application

Date of Statement of Obsolescence

PART 4: CLERK CERTIFICATION

The undersigned clerk certifies that, to the best of his/her knowledge, no information contained herein or in the attachments hereto is false in any way. Further, the undersigned is aware that if any information provided is untrue, the exemption provided by Public Act of 2000 may be in jeopardy.

Name of Clerk

Telephone Number

Clerk Mailing Address

Mailing Address

Telephone Number

Fax Number

E-mail Address

Clerk Signature

Date

For faster service, email completed application and attachments to PTE@michigan.gov. An additional submission option is to mail the completed application and attachments to Michigan Department of Treasury, State Tax Commission, PO Box 30471, Lansing, MI 48909. If you have any questions, call 517-335-7491.

April 24, 2025

Application for Obsolete Property Rehabilitation Exemption Certificate
Public Act 146 of 2000, as amended
Ionia City Market
322-324 W. Main Street Ionia, Michigan

PART 2: APPLICATION DOCUMENTS

a. General Description of the facility (year built, original use, most recent use, number of stories, square feet)

Historical records indicate the existing buildings were constructed prior to 1884. Throughout the years the two 2-story buildings have been used for clothing stores, bookstores, and most recently the Ionia City Market. The two buildings located at 322 and 324 W. Main are 3,178 square feet and 3,934 square feet respectively. The buildings are approximately 141 years old, functionally obsolete, and located in downtown Ionia.

b. Description of the qualified facility's proposed use

A redevelopment of a two-story, functionally obsolete property totaling 5,819 square feet located in the center of downtown Ionia. The first floor will have two commercial spaces: 322 W Main that will be white boxed, and 324 W Main that is the current and future home of a micro-grocery store, the Ionia City Market. The entire first floor will need upgrades to mechanical, electrical, lighting and flooring. The interior walls need masonry repairs. On the 324 side, a temporary wall will need to be replaced and the back area and basement access needs attention. On the 322 side (white box side), two new restrooms are planned as well as an office build out in the back. A new roof and rear stairway to access the second story is planned in the back along with repairs to the exterior wall. All new windows and doors on both levels are planned. The front facade, on both the 322 and 324 side, will get new doors and windows along with masonry repairs, painting, etc. The second story will be a gut rehabilitation and heavy remodel including four apartments: two 2 bedroom and 1-bathroom units (723 and 677 square feet) and two 1 bedroom and 1 bath units (504 and 515 square feet) will be created.

c. Description of the general nature and extent of the rehabilitation to be undertaken

This is a complete rehabilitation project that will include new utilities, interior, windows, doors, flooring, and roofing.

d. Descriptive list of the fixed building equipment that will be a part of the qualified facility

The building interior will be demolished down to the structural components of the building while maintaining and/or reusing as many of the original architectural features as possible. New fixed building equipment will include air condition (HVAC), plumbing and plumbing fixtures, electrical, fire

suppression, interior walls and flooring, new doors and windows, elevators, building accessories/garages, and improved interior and exterior appearance.

e. Time schedule for undertaking and completing the facility's rehabilitation

The rehabilitation project is anticipated to take 8 months to complete with a construction schedule currently planned for October 1, 2025, through September 21, 2026. No construction activities will be conducted prior to any approval of the PA 146 abatement.

f. Statement of the economic advantages expected from the exemption

Redevelopment of the property would provide numerous benefits to the City. While the specific facility would undergo considerable renovation, the entire area would benefit from the transformation of a blighted and deteriorating building into a thriving and fully utilized property. The project will also create approximately 4 temporary construction related jobs.

In an effort to maximize the utility value of the vacant, dilapidated building, the applicant is committed to doing a complete rehabilitation of the building. In that context, the applicant will incur considerable renovation costs. The establishment of the PA 146 District, with its multi-year property tax deferment benefit, is vital to making the project economically viable.

g. Legal description of the facility

The legal description of the eligible property is provided below.

CITY OF IONIA ORIGINAL TOWN E 1/2 OF W 35FT 3 1/2IN OF LOT 28.

CITY OF IONIA ASSESSORS OFFICE

RANDY JEWELL, ASSESSOR
PO BOX 496
IONIA, MI 48846

Ph 616-523-0146
Fax 616-527-0810
Email: rjewell@ci.ionia.mi.us

October 31, 2024

Ronald Drzewicki
Revitalize LLC

Re: 322-324 W Main St, Ionia Mi

Dear Ron,

Thank you for allowing me to inspect the property listed above. Below is my statement of obsolescence.

Please feel free to contact me anytime if you have any questions.

Sincerely,

Randy Jewell

Assessor

STATEMENT OF OBSOLESCENCE FROM ASSESSOR

Subject: 322-324 W Main St, Ionia, MI 48846

The building that is the subject of this request is a typical 2 story, downtown building and was most likely constructed in the late 1800's. The first floor has been used as commercial space for most of that time and the 2nd floor as apartments. Obsolescence is evident in the lack of modern electrical, plumbing and mechanical systems as well as poor condition of the floors, walls, and ceilings. The 2nd floor has not been used in many years and is in need of extreme updating. In the opinion of the assessor this building suffers in excess of 50% functional obsolescence.



ESTIMATE

4/1/2025

Stephanie Hoffer
322-324 W Main St
Ionia, MI 48846

Renovation Estimate

Hard Costs

Public Infrastructure	
Site Improvements	\$ -
Demolition (Include Lead and Asbestos Abatement)	\$ 15,000.00
Other Environmental Mitigation	\$ -
Earth Work	\$ -
Site Utilities (Water Main)	\$ 15,000.00
Structures	
Parking Structures	\$ -
Building Concrete/Masonry	\$ 29,500.00
Carpentry	\$ 145,497.00
Roofing/Metals/Siding/Insulation/Caulking	\$ 107,933.00
Doors/Windows/Glass	\$ 71,333.00
Drywall/Accoustical	\$ 50,283.00
Flooring (including Ceramics)	\$ 69,850.00
Cabinets/Counertops/Appliances	\$ 74,500.00
Painting/Decorating	\$ 28,650.00
Plumbing/Electrical/Fire Protection	\$ 141,100.00
HVAC	\$ 47,750.00
Building Accessories/Garages	\$ 3,160.00
Elevators/Special Equipment	\$ -
Tenant Upgrades	\$ -
Other	\$ -
Builder Overhead/Profit/General Requirements - 12%	\$ 95,947.00
Permits/Tap Fees/Bond/Cost Certification	\$ -
Construction Contingency -10%	\$ 79,955.60
Other:	\$ -
TOTAL ESTIMATE	\$ 975,458.60

X Kelley
Gordon Kelley
Owner, KDH Construction

4/1/2025

616.893.0637
931 W. Main St. Ionia, MI 48846

**OBSOLETE PROEPRTY REHABILITATION
LETTER OF AGREEMENT**

City of Ionia, Michigan, and Artichoke Investments, LLC

This Agreement between the City of Ionia, Ionia County, Michigan, a Michigan municipal corporation (the "City"), and ARTICHOKE INVESTMENTS, LLC, a Michigan limited liability company, whose registered office address is 10640 Sayles Road, Lowell, Michigan, 49331 (the "Applicant"), is entered into by and between the parties to comply with the provisions of the Obsolete Property Rehabilitation Act, Public Act 146 of the Public Acts of 2000, as amended (the "Act").

The City, by resolution adopted July 2, 2025, approved the granting of a twelve (12) year Obsolete Property Rehabilitation Exemption Certificate to the Applicant for real property improvements at 322 and 324 W. Main Street, which is identified with particularity in its Application for Obsolete Property Rehabilitation Exemption Certificate, attached as Exhibit A, and incorporated by reference subject to the terms and conditions of this Agreement.

By accepting the Obsolete Property Rehabilitation Tax Exemption Certificate, the Applicant agrees to the following terms and conditions:

IMPROVEMENTS: INVESTMENT COSTS TO PROPERTY

The Applicant shall invest a sum not less than one million two hundred sixteen thousand dollars (\$975,458.60) for certain real property improvements at the Ionia Facility, also more particularly described in Exhibit A.

IMPROVEMENTS: COMPLIANCE

The City shall have the right to withdraw from this Agreement if the Applicant fails to complete the real property improvements on the schedule described in Exhibit A. Within six (6) months following the completion of the real property improvements as set forth in Exhibit A, the Applicant shall provide the City Assessor's Office with proof of the actual costs of the improvements. If the costs associated with the real property improvements identified in Exhibit A are less than the amounts set forth therein, the City may revoke or alter the terms of the Obsolete Property Rehabilitation Tax Exemption Certificate after a hearing and in accordance with the provisions of the Act.

JOB RETENTION

The Applicant shall retain approximately (3) jobs, create approximately (3) jobs and shall maintain the positions for the entire abatement period. Demonstration by the Applicant of the need for reduction of jobs due to non-controllable economic or casualty conditions may be considered an exception from this requirement subject to provisions found in the "Periodic Review/Non- Compliance Hearing" section of this Agreement.

LOCATION OF FACILITY

The Applicant shall maintain its facility within the boundaries of the City during the entire abatement period. Should the Applicant fail to do so, the Applicant shall pay the taxing units affected by the Obsolete Property Rehabilitation Tax Exemption Certificate an amount equal to the sum abated under the terms of the Certificate, as well as any required administrative fees.

PERIODIC REVIEW/NON-COMPLIANCE HEARING

The City shall have the right to periodically review the business and facilities of the Applicant to assure compliance with the terms of this Agreement. Should any review identify non-compliance with the terms of this Agreement, the City reserves the right to amend the Obsolete Property Rehabilitation Tax Exemption Certificate and/or this Agreement or revoke it in its entirety after a hearing is conducted. The hearing will provide an opportunity to explain why there may be non-compliance with the terms of this Agreement.

AFFIDAVIT OF FEES

The City and the Applicant swear and affirm by their signatures below that no payment of any kind in excess of the fee allowed by Public Act 146 of the Public Acts of 2000, has been made or promised in exchange for favorable consideration of the exemption certificate application.

It is agreed by and between the parties that the above conditions shall remain in effect for the life of the Obsolete Property Rehabilitation Tax Exemption Certificate.

IN WITNESS WHEREOF, the parties have caused this Agreement to be properly executed as of the ____ day of July, 2025.

City of Ionia

By: _____

John R. Milewski

Its: Mayor

By: _____

Jonathan Bowman

Its: Clerk

Artichoke Investments, LLC

By: 

Its: President

CITY OF IONIA
STAFF REPORT FOR COUNCIL AGENDA ITEM

Agenda Item: VII.3

TO: Mayor Milewski and Councilmembers
FROM: Precia Garland, City Manager
DATE: June 4, 2025
RE: Resolution 2025-15 - Establish Discover Ionia Social District

Background:

At its May 21, 2025 regular meeting, the Ionia Downtown Development Authority Board voted to recommend the establishment of a social district to the Ionia City Council. In accordance with state law (MCL 436.1551), Resolution 2025-15 was prepared and if approved, will result in the creation of the Discover Ionia Social District. Final approval of the Discover Ionia Social District is subject to Michigan Liquor Control Commission (MLCC) approval. Resolution 2025-15 also includes several exhibits, including a map of the proposed Social District and a Marketing, Management and Maintenance Plan.

DDA Director Cassie Rice will provide a presentation at tonight's Council meeting to elaborate regarding the details associated with a social district. Briefly, once a social district is created:

- Qualified licensees (i.e., restaurants that serve alcohol) whose licensed premises are in the Discover Ionia Social District that have been issued a Social District Permit may sell alcohol on their premises to customers who may then consume it within the commons area of the Social District.
- The Discover Ionia Social District would be operated in accordance with the Marketing, Management and Maintenance Plan, as presented.

Anticipated benefits of the proposed Social District include support of our local restaurants, bars and breweries by expanding service options and enhanced opportunities for events, community engagement, and overall downtown revitalization. Following initial costs to purchase signage and marketing materials, ongoing expenses are expected to be minimal and likely related to sanitation following larger-scale events.

Requested Action / Motion:

It is requested the Ionia City Council consider a motion to approve Resolution 2025-15, a resolution to establish the Discover Ionia Social District and its associated Marketing, Management and Maintenance Plan.

Motion By:

Seconded By:

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

Understanding Michigan Social Districts

Rules, Benefits, and Requirements for Communities and Businesses

Overview

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What Are Social Districts?

- Designated outdoor areas allowing alcohol consumption from nearby businesses
- Created to support local hospitality post-2020
- Must be approved and regulated by local government and MLCC



The strength of a city lies in its streets, its people, and the spaces where they come together.

Key Terms:

Understanding Michigan Social Districts



Social District

A designated area established by a local government where people can purchase alcoholic beverages from participating businesses and consume them in an approved outdoor commons area.



Commons Area

The shared public space within a Social District—such as sidewalks, plazas, or closed-off streets—where alcohol consumption is legally permitted.



Qualified Licensee

A business holding a valid on-premises liquor license (e.g., Class C, B-Hotel) and an approved Social District Permit that allows them to sell alcohol for consumption in the commons area.



Social District Permit

A special license issued by the Michigan Liquor Control Commission (MLCC) that allows qualified businesses to serve alcoholic beverages in the Social District using properly labeled containers.



Social District vs To-Go Alcohol

SOCIAL DISTRICT

In The District (Outdoors)

Branded Plastic Cups

Social District Permit

Experience Based

FEATURES

Where You Drink

Container Type

License Needed

Goal

TO-GO ALCOHOL

At Home

Sealed Bottles/Cans

Carryout License

Convenience Based



Benefits



Businesses

- Boosts customer traffic and visibility
- Encourages casual outdoor dining and drinking
- Lower overhead for expansion
- Increases revenue and customer engagement
- Enhanced Visibility
- Supports post-pandemic recovery



Community

- Activates public spaces
- Supports local events and walkable areas
- Safe, Regulated Environment
- Increases tourism and unique downtown experiences
- Enhances the sense of community

Requirements for Municipalities

To establish a Social District, municipalities must take several formal steps to ensure compliance and successful implementation.



Boundaries

Clearly outline the limits of the Social District and its commons area. These boundaries must be walkable, well-marked, and suitable for public gathering and alcohol consumption.



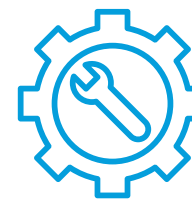
Resolution

The local governing body must adopt a resolution officially creating the Social District and approving its designated commons area.



Documentation

Municipalities must provide the Michigan Liquor Control Commission (MLCC) with a detailed map of the commons area, a copy of the approved resolution, and a maintenance plan.



Maintenance

The city is responsible for maintaining the commons area, which includes regular cleaning, trash removal, public safety enforcement, and ensuring signage is visible and accurate.

Requirements for Establishments

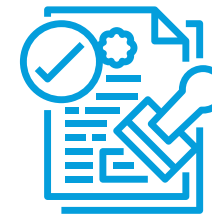
To participate in a Social District, businesses must meet several key requirements to ensure smooth operation and compliance with local and state regulations.

On-Premise License



Establishments must hold a valid on-premises liquor license (such as a Class C or B-Hotel license) to sell alcohol for consumption within the Social District.

Apply for Permits



In addition to the on-premise license, businesses must apply for a Social District Permit from the Michigan Liquor Control Commission (MLCC). This special permit allows them to serve alcoholic beverages in the designated commons area. A city permit is also required.

Serving



Participating businesses are required to serve alcoholic drinks in specially marked cups that are clearly branded with the city's logo or the Social District's identifier. This helps with identifying drinks within the designated boundaries.

Education



It's essential for businesses to educate their staff and customers about the boundaries of the Social District. Employees should ensure that drinks are consumed within the designated area and that patrons understand the rules of the district. **including staff training

Requirements for Consumers

To ensure a safe and enjoyable experience, there are a few important rules for consumers within a Social District.



Age

Consumers must be at least 21 years old and purchase alcoholic beverages from a licensed, participating business within the Social District.



Limit

For safety and compliance, each person may only have one alcoholic drink at a time within the Social District.



For Purchase Only

Consumers are not allowed to bring their own alcohol. All beverages must be purchased from a permitted business within the district.

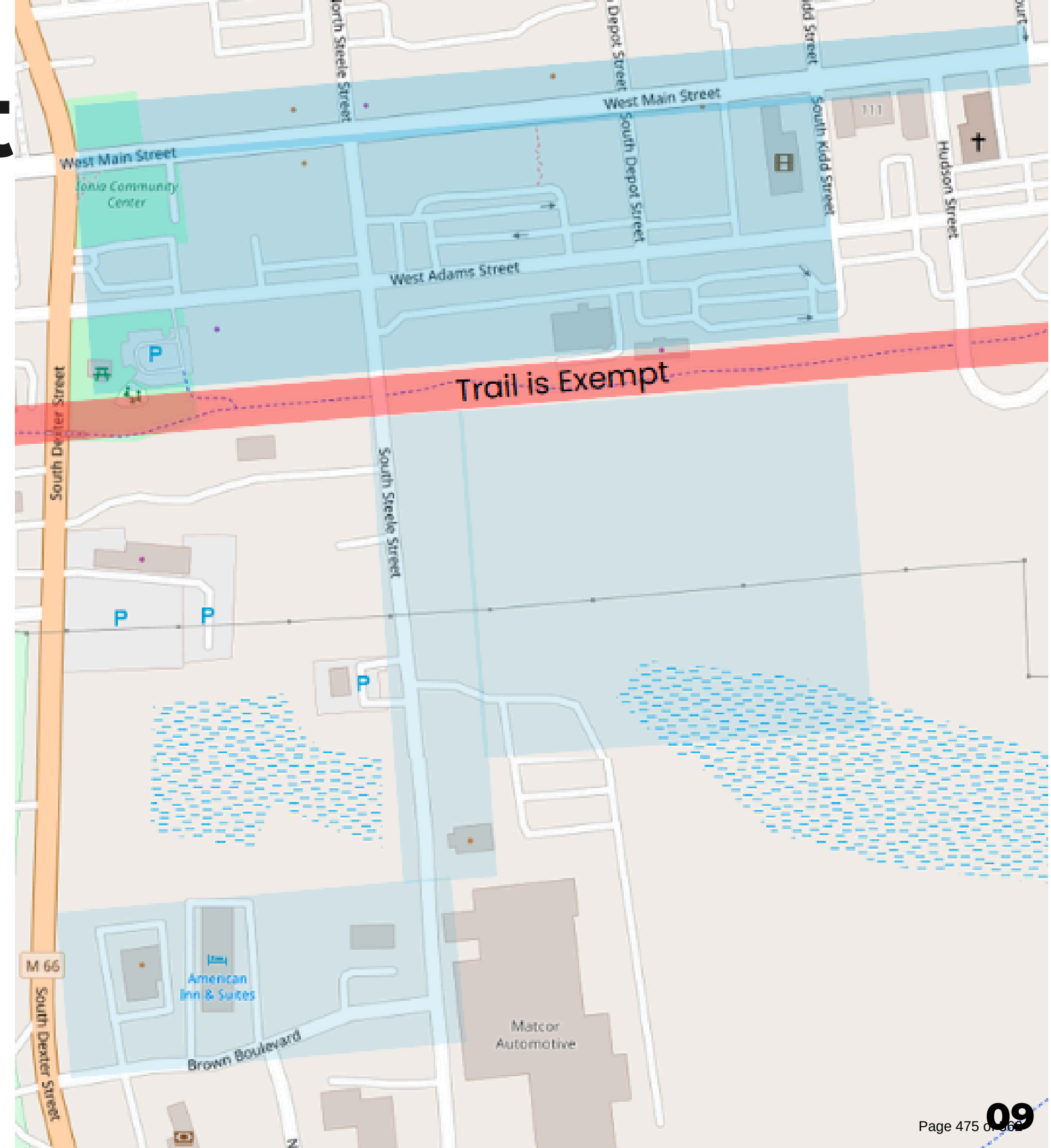


Adhere to Rules

Alcohol consumption is only permitted within the designated commons area of the Social District. Consumers must remain within the marked boundaries.

Proposed District Boundaries

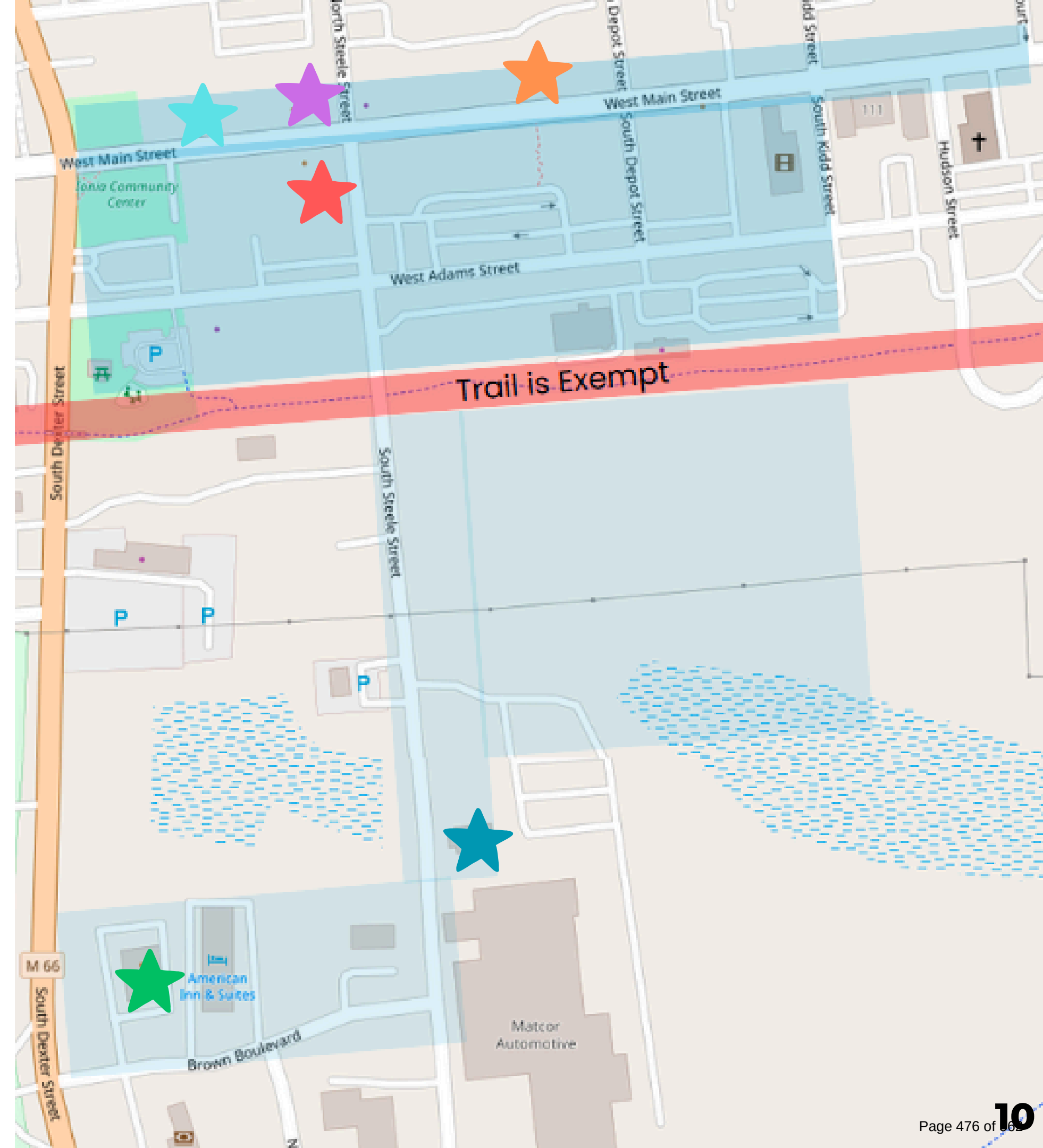
- Four boundary options were provided to the Director of Public Safety for guidance.
- Boundary is inclusive of Main Street, Steele Street and Brown Boulevard businesses with current licenses.
- Foot traffic is NOT encouraged near Dexter Rd./M66 to ensure district patron safety.



Potential District Establishments

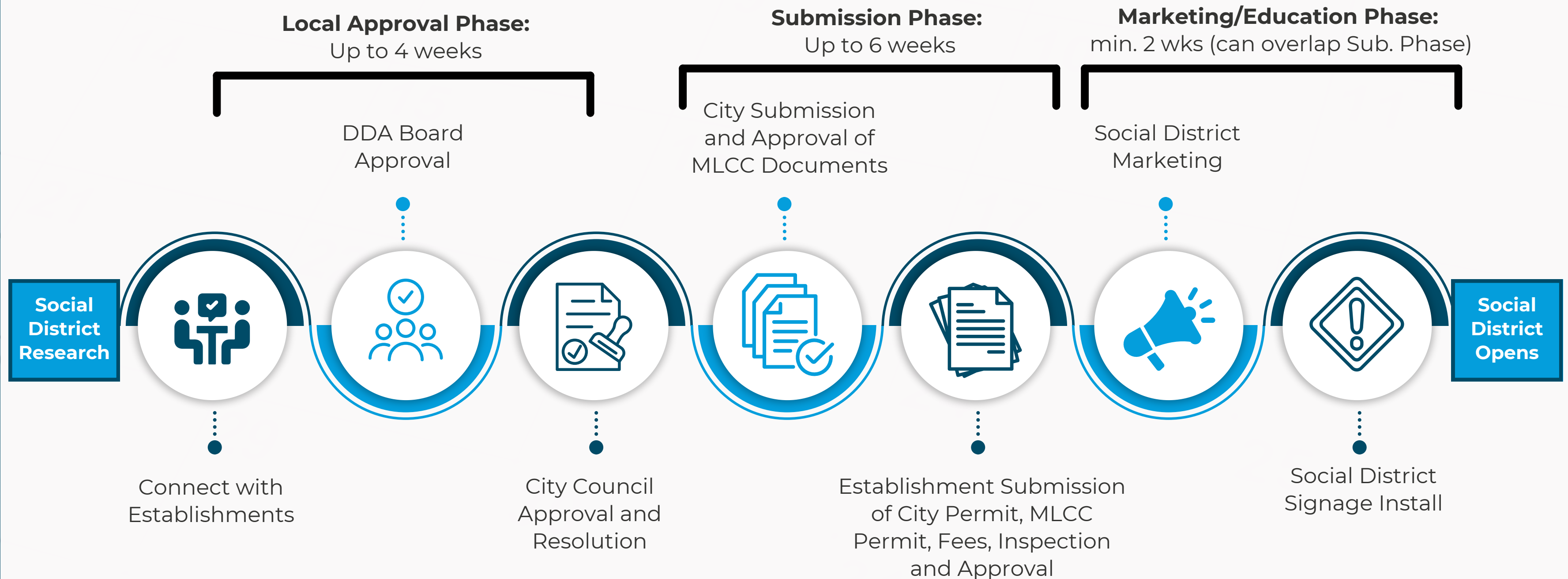
Six establishments within the established boundary:

- RYAM 2, LLC dba **STEELE ST. HALL** (115 S Steele St.)
- OLIVERA'S, LLC dba **OLIVERA'S RESTAURANT** (390 S Dexter St.)
- THE SANFORD BEVERAGE COMPANY, INC. dba **STEELE STREET BREWING** (300 S Steele St.)
- **EL MARIACHI MEXICAN GRILL LLC** (412 W Main St.)
- BRICK ROAD BAR, LLC dba **VENUE 404** (404 1/2 W Main St.)
- DEVINE ENTERPRISES, INC. dba **BRICK HOUSE TAVERN** (312-314 W Main St.)



Implementation Timeline

Establishing a successful Social District involves several key phases, typically unfolding over a few months. Here's a general overview of the timeline:



Social District Associated Fees



\$250 MLCC Annual Permit for Establishments

\$70 MLCC One-Time Inspection Fee for Establishments

City Examples in Michigan

Numerous cities were interviewed in the research phase of the social district. A few of those are showcased here, with links to their respective sites embedded.



Mount Clemens
The Oasis, Downtown Mount Clemens' Social District



Sparta
Sparta Social District



Rockford
Rockford Outdoor Refreshment Area (RORA)



Big Rapids
Big Rapids Social District



St. Claire Shores
Downtown SCS Social District



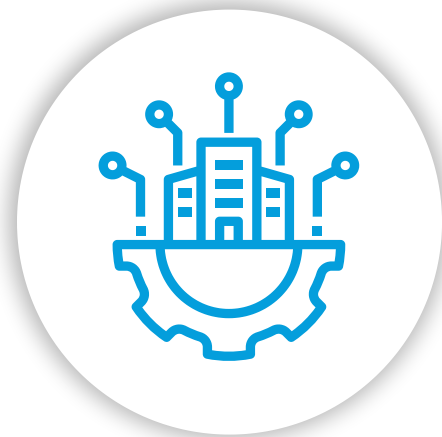
Greenville
Greenville Outdoor Lafayette District



Lowell
Showboat City Social District

Document Links or Attachments

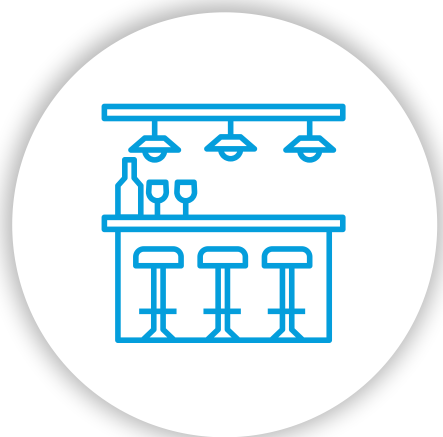
Access key materials—maps, policies, data, and community input—using the links provided. These documents support and expand on the details shared in this presentation.



Municipalities

- LARA Social District Information
- MLCC Local Governmental Units Permit
- Proposed Social District Boundaries and Common Area

- Draft Marketing, Management and Maintenance Plan
- Draft Resolution



Establishments

- LARA Social District Information
- City of Ionia Social District Permit and Agreement
- MLCC Establishment Permit

- Proposed Social District Boundaries and Common Area

Discover Ionia Social District

- Draft Logo for Sticker and Signage
- Stickers approximately: \$1,000/5,000
- Establishments required to sticker cups, as well.



Discover Ionia Social District

- Signage - Approximately \$4,000+
 - Participating Establishment Signage
 - Social District Rules, Regulations and QR Code
 - Locations: Main, Steele, Dexter, Kidd, Hudson, Library, Adams, Brown
 - Fixed to lightposts, trash cans, in establishments, etc.



Entering Discover Ionia Social District
Social District Containers Permitted Daily
11 AM – 10 PM

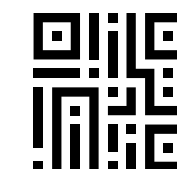
Rules and Regulations

1. No outside alcohol allowed.
2. Drink from designated Social District Containers ONLY. Each cup is one-time use.
3. Stay within the designated Common Area. Look for signs indicating boundaries.
4. Do not take your cup from one establishment into another.
5. Dispose of your cup properly.

Scan for Commons Area Map & Participating Establishments



Scan for Rules, Commons Area Map & Participating Establishments





**A RESOLUTION DESIGNATING A SOCIAL DISTRICT WITHIN
THE CITY OF IONIA AND ESTABLISHING A SOCIAL DISTRICT
MANAGEMENT AND MAINTENANCE PLAN**

At a regular meeting of the City Council of the City of Ionia, Michigan, held in the City Council Chambers, Ionia City Hall, 114 North Kidd Street, Ionia, Michigan, on June 4, 2025, at 6:30 p.m., there were:

PRESENT: _____

ABSENT: _____

The following resolution was offered by Council Member _____ and seconded by Council Member _____:

WHEREAS, Section 551 of the Michigan Liquor Control Code of 1998 (MCL 436.1101, *et seq.*), as amended (“the Act”), authorizes a municipality’s governing body to designate a social district with a commons area which may be used by qualified licensees that obtain a social district permit from the Michigan Liquor Control Commission (the “MLCC”); and

WHEREAS, if a municipality’s governing body designates a social district with a commons area, the governing body must define and clearly mark the commons area with signs, establish local management and maintenance plans (including, but not limited to, hours of operation) for submission to the MLCC, and maintain the commons area in a manner that protects the health and safety of the community; and

WHEREAS, City staff have prepared a social district management and maintenance plan, attached as Exhibit A (the “Social District Management Plan”), and a map identifying the social district’s boundaries and potential establishments, attached as Exhibit B (the “Social District Map”); and

WHEREAS, the City of Ionia Downtown Development Authority (the “DDA”) has recommended adoption of the Social District Management Plan and the Social District Map; and

WHEREAS, the City Council finds that designating a social district and commons area pursuant to the Act, and as recommended by the DDA, will enhance economic vitality, encourage social engagement in downtown Ionia, and otherwise promote the best interests of the City and its residents.

NOW, THEREFORE, BE IT RESOLVED:

1. That, pursuant to the Act, the social district and commons area identified in the Social District Map are hereby designated as the Discover Ionia Social District.
2. That the Social District Management Plan is approved and adopted, and the Discover Ionia Social District shall be operated and maintained by the DDA in accordance with the Social District Management Plan.
3. That the City Manager and the DDA are authorized and directed to take such actions that are reasonably necessary to implement this Resolution and comply with the Act.
4. That the City Clerk is authorized and directed to file this Resolution and the attached exhibits with the MLCC as required by the Act.
5. That all resolutions or parts of resolutions in conflict herewith are hereby rescinded.
6. This Resolution shall take effect immediately.

YEAS: _____

NAYS: _____

ABSTAIN: _____

ABSENT: _____

RESOLUTION 2025-15 DECLARED ADOPTED

Jonathan T. Bowman, City Clerk

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 June 4, 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 18 hours prior to the time set for the meeting.

Dated: June 4, 2025

Jonathan T. Bowman, City Clerk

EXHIBIT A
DISCOVER IONIA SOCIAL DISTRICT
MANAGEMENT AND MAINTENANCE PLAN

[Attached]

EXHIBIT B
DISCOVER IONIA SOCIAL DISTRICT MAP

[Attached]

**City of Ionia Downtown Development Authority
Discover Ionia Social District
Marketing, Management and Maintenance Plan**

Maintenance and Operations Plan Introduction

On July 1, 2020, Michigan House Bill 5781 (MCL 436.1551) was signed into law, creating the “Social District Permit,” which allows local governments to designate a Social District within their jurisdictions. Businesses that are granted a Social District Permit may sell alcoholic liquor (beer, wine, mixed spirits, or mixed drinks) on their licensed premises to customers who may then consume the alcoholic liquor within the commons area of the Social District. The City of Ionia, in coordination with the City of Ionia Downtown Development Authority, now seeks to establish such a Social District.

In the plan that follows, the management and maintenance of the Discover Ionia Social District is outlined, for review by the Ionia City Council and other stakeholders. Pending local approval, the plan will be submitted to the Michigan Liquor Control Commission (MLCC) for state approval.

Management

The Discover Ionia Social District is managed by the City of Ionia Downtown Development Authority. The district management and operations will be supported by the Department of Public Safety and the Department of Public Works for signage and maintenance.

District Boundaries

The Discover Ionia Social District is located between Dexter and Library for Main Street, between Dexter and Kidd for Adams Street, Steele Street to Brown Boulevard, Brown Boulevard to Dexter, with a reduced boundary directly bordering Dexter for safety purposes. Refer to the Discover Ionia Social District Commons Area Map for a pictorial illustration of the district.

Potential Participating License Holders

As the Social District is established, the City will welcome businesses to participate once they apply for and receive their Social District license from the MLCC. All participating businesses will sign a Social District Agreement with the City of Ionia before applying to the MLCC. Current eligible liquor license holders within the Social District are listed below:

- **RYAM 2, LLC dba STEELE ST. HALL (115 S Steele St.)**
- **OLIVERA'S, LLC dba OLIVERA'S RESTAURANT (390 S Dexter St.)**
- **THE SANFORD BEVERAGE COMPANY, INC. dba STEELE STREET BREWING (300 S Steele St.)**

- **EL MARIACHI MEXICAN GRILL LLC (412 W Main St.)**
- **BRICK ROAD BAR, LLC dba VENUE 404 (404 1/2 W Main St.)**
- **DEVINE ENTERPRISES, INC. dba BRICK HOUSE TAVERN (312-314 W Main St.)**

Operations

1. The Discover Ionia Social District will operate year-round, seven days a week, from 11am – 10pm. These hours are subject to change in order to accommodate special events and as necessary to maintain the public health, safety, and welfare of the City of Ionia. District operating hours can be amended or closed at any time by the City Manager. The DDA intends to establish the Social District upon approval from the MLCC.
2. No tents, lighting, privately owned tables, chairs, heating mechanisms or fire pits of any kind shall be installed within the Social District or Commons Area without City permission in advance.
3. No amplified sound shall be used in the Social District or Commons Area without City permission.
4. Umbrellas may be installed with City permission but shall not be mechanically fastened to street or sidewalk surfaces.
5. Dogs are permitted in the Social District and Commons Area (the City's leash laws still apply, as does the obligation to pick up after dogs).
6. Visitors to the Social District will be expected to properly dispose of all trash they generate.

Access

1. Pedestrian access shall be maintained to all buildings in the Social District and Commons Area.
2. Emergency access shall be maintained to all adjacent properties in the Social District and Commons Area as specified by the Department of Public Safety.

Alcohol

1. Alcoholic beverages are allowed in the Commons Area only in accordance with a Social District Permit issued by the Michigan Liquor Control Commission (MLCC), any accompanying MLCC regulations, and City of Ionia requirements.
2. ONLY Alcoholic beverages purchased by an adult 21 or over from the licensed premises of a Social District Permit holder may be consumed by an adult 21 or over within the designated Commons Area.
3. NO OUTSIDE ALCOHOL ALLOWED. Alcohol purchased from any place other than the licensed premises of a Social District Permit holder (bar or restaurant) may not be brought into the Social District or Commons area. Visitors may NOT

bring alcohol from home or purchased outside of the Social District into the Social District.

4. Alcoholic beverages consumed in the Commons Area must be in designated cups per the requirements of the MLCC and the City of Ionia.

a. Beverage Containers and Rules of Use:

- i. The container must prominently display the Social District permittee's trade name or logo or some other mark that is unique to the Social District permittee under the Social District permittee's on-premises license.
 - ii. The container prominently displays the Social District logo.
 - iii. The container is not glass.
 - iv. The container has a liquid capacity that does not exceed 16 ounces
5. Social District Permit holders are responsible for the sale of alcohol on their licensed premises in accordance with their individual Social District Permits and all MLCC rules and regulations, including but not limited to, confirming the consumer's identification and age, and prohibiting the sale of alcohol to intoxicated parties.
 6. During regular patrols, the Ionia Police Department will monitor the Social District and Commons Area as assigned for compliance with MLCC and City of Ionia rules and regulations.
 7. City staff and/or contractors may also monitor the Commons Area and report compliance issues to the proper authorities.

Where Can and Can't Social District Cups Go?

Can Go:

1. Inside the Social District Common Area
2. Back into the establishment where the Social District cup was purchased

Can't Go:

1. Social District cups cannot be taken into another alcohol serving establishment where they were not purchased.
2. Social District drinks cannot go outside the Common Area.
3. Social District drinks cannot go on private property.
4. Social District drinks cannot go into businesses that do not serve alcohol.
5. Social District Cups cannot be in the Common Area after 10 PM or before 11 AM.
6. Social District Cups cannot go inside barricaded outdoor events, unless specifically noted.

The DDA will make available Social District Stickers for the containers. Participating license holders will provide their own sticker displaying their trade name or logo and containers meeting the state requirements.

Financing

The Discover Ionia Social District will be funded by the City of Ionia Downtown Development Authority and local establishments.

Security and Enforcement

Security and enforcement in the Social District will be executed under the authority of the Ionia Department of Public Safety.

Insurance

The City of Ionia and DDA have procured appropriate liability and property insurance for their management and operation of the Social District. As part of the required Social District Agreement, participating license holders will secure their own liability insurance and indemnify the city, DDA, elected/appointed officials and employees.

Sanitation and Maintenance

The City of Ionia Department of Public Works will provide sanitation services within the district. Trash/recycling receptacles will be located at the boundaries of the Social District to encourage patrons to properly dispose of their used cups, as well as throughout the Social District as presently available throughout the downtown.

Marketing and Promotion

1. Marketing will be carried out by the Ionia Downtown Development Authority, City of Ionia and participating businesses of the district.
2. Signage
 - a. City staff, the DDA, and/or contractors will provide signage that designates the Commons Area and Commons Area boundaries.
 - b. Existing City of Ionia sign ordinances are still applicable within Social District and Commons Area.

District Designation and Logo

The Social District will utilize a Discover Ionia Social District logo – as depicted below. Boundaries of the Social District will be clearly marked with signs affixed to light posts and other locations as necessary.



Seating, Tables, and Related Furnishings

1. City staff, the Downtown Development Authority (DDA), and/or contractors will maintain any seating, tables, and related furnishings that have been purchased and deployed by the City or the DDA within the Social District.
2. Seating, tables, and related furnishings that have been provided by individual Social District Permit Holders shall be the sole responsibility of the Social District Permit Holders and must comply with ADA accessibility and permitting requirements.
 - a. Related furnishings are defined as planters, fencing, spatial delineators or other elements that are deployed as part of a seating expansion within the Social District.

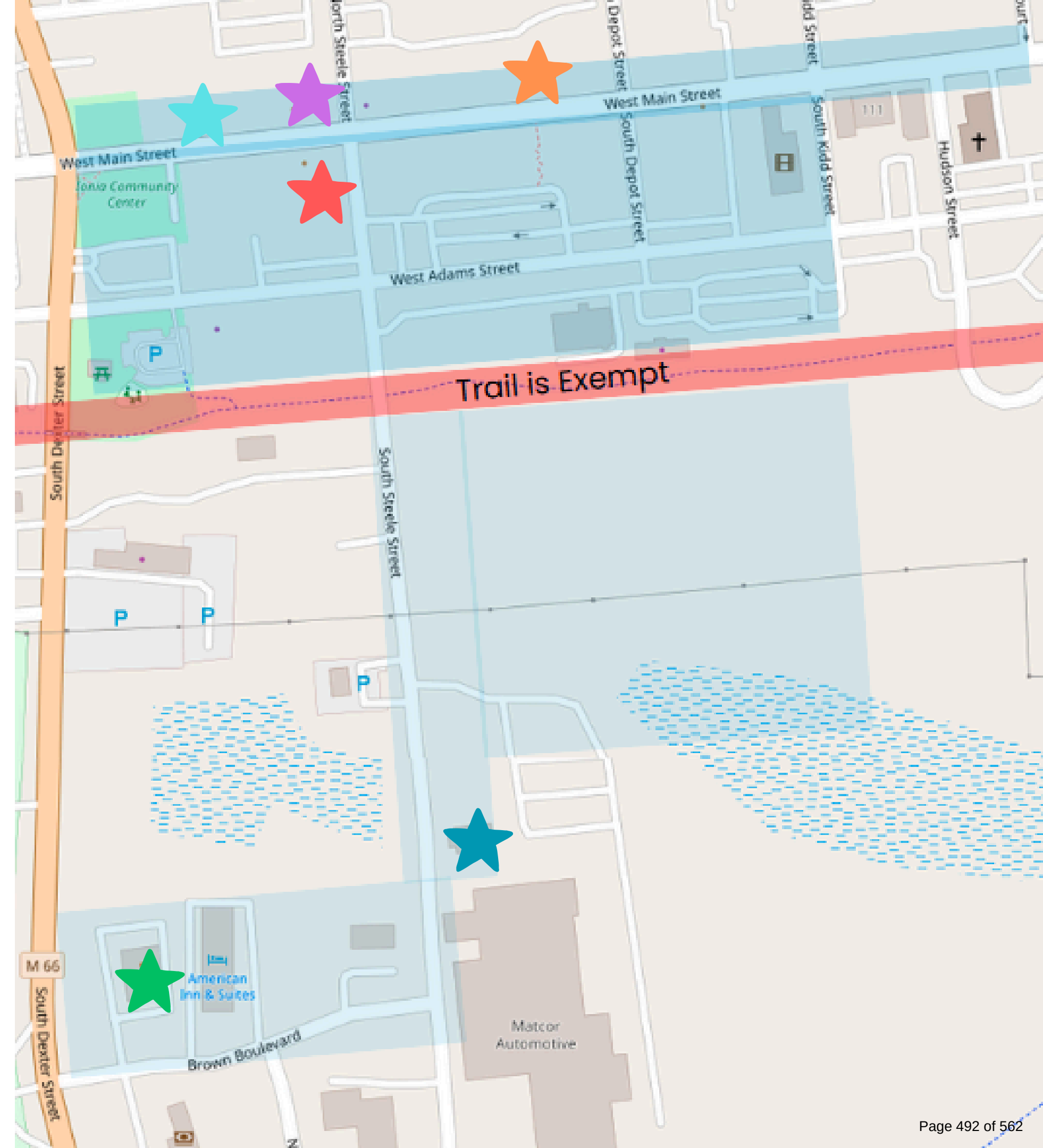
Review

1. The Management and Maintenance Plan shall be included in any future Social District reviews conducted by the City of Ionia.
2. The City Manager shall be included in any review and consulted on any revisions to the Social District and Management and Maintenance Plan.
3. Additional Commons Areas may be considered at a future date by the City Council.
4. The City of Ionia reserves the right to close the Social District and/or Commons Area.

Potential District Establishments

Six establishments within the established boundary:

- RYAM 2, LLC dba **STEELE ST. HALL** (115 S Steele St.)
- OLIVERA'S, LLC dba **OLIVERA'S RESTAURANT** (390 S Dexter St.)
- THE SANFORD BEVERAGE COMPANY, INC. dba **STEELE STREET BREWING** (300 S Steele St.)
- **EL MARIACHI MEXICAN GRILL LLC** (412 W Main St.)
- BRICK ROAD BAR, LLC dba **VENUE 404** (404 1/2 W Main St.)
- DEVINE ENTERPRISES, INC. dba **BRICK HOUSE TAVERN** (312-314 W Main St.)



CITY OF IONIA
STAFF REPORT FOR COUNCIL AGENDA ITEM

Agenda Item: VII.4

TO: Mayor Milewski and Councilmembers
FROM: Precia Garland, City Manager
DATE: June 4, 2025
RE: Budget Amendment #3 - FY 2024-2025 City of Ionia Budget

Background:

As the current fiscal year is drawing near a close, it is time for the customary third and final proposed budget amendment of the year. Attached are spreadsheets outlining the amendments that are proposed on a fund basis. Here are the major highlights:

General Fund: Budgeted revenues are proposed to increase by \$147,000 to \$7,579,000 to reflect actual experience, with most of the revenue increase due to greater than expected income tax and interest revenue. Expenditures are proposed to increase by a net \$1,021,700 to \$8,999,550, with the largest adjustment related to purchase of 80 acres from the Deerfield-Riverside property, along with design engineering to construct a future high-tech business park. After these amendments, we currently expect expenditures to exceed revenues in the General Fund for the fiscal year by \$1,420,550. Fund balance will cover this gap and overall, is expected to end the fiscal year at \$4,325,914, which is 54% of FY25-26 budgeted expenditures.

Major Street Fund: Revenue due to interest earnings increased by \$12,000 for a fund total revenue of \$1,141,000. Expenditures were increased by a net \$36,000 to \$1,239,500, due mainly to increased tree trimming activities associated with storm damage.

Local Street Fund: Revenue due to better-than-expected tax collection and interest earnings increased by \$24,000 to \$741,100. Expenditures were increased by a net \$30,000 to \$587,000, due mainly to increased tree trimming activities associated with storm damage.

Solid Waste Fund: Revenues increased by \$27,900 to total \$775,900 due to better-than-expected tax collection and interest earnings. Expenditures were increased by \$24,500 primarily due to increased leaf collection activities, bringing total fund appropriation to \$758,100. The fund is expected to see revenues exceed expenditures for the fiscal year by \$17,800.

Parks – Facilities Improvement Fund: Revenues increased by \$15,000 to \$1,086,000 due to better-than-expected tax collection and interest earnings. Expenditures were decreased by \$17,000, adjusting closer to actual costs following completion of the Dog Park project. For the year, revenues totaled \$1,086,000 and expenditures totaled \$1,225,000, for a net difference of -\$139,000, which will be covered by fund balance.

Recreation Fund: Revenues decreased slightly by \$2,700 to \$502,900 due to less-than-expected adult activities and special events revenues. Expenditures increased by \$13,400 to \$536,500 due primarily to utilities and increased parks maintenance costs. The \$33,600 gap between revenues and expenses will be covered by fund balance.

Theatre Fund: Revenues were increased by \$18,900 due to increased concessions and movie tickets sales, plus donations. Expenses were increased by a net \$18,950, mostly due to building maintenance, utilities and the cost of program operations. Revenues of \$383,900 will exceed expenditures of \$377,700 in this fund by \$6,200 for the fiscal year, but only because of the \$155,000 budgeted transfer in from the DDA Fund. Once final revenues and expenditures are totaled for the fiscal year end, we anticipate the annual operating gap will be approximately \$90,000. The Theatre Fund has no remaining cash fund balance.

Capital Projects: Revenues were decreased by \$63,900 in this fund, with \$31,950 less from each the Water and Sewer Funds necessary to cover King Street reconstruction expenses. Expenditures were also decreased by a net \$63,900 to reflect actual expenses the King Street project, adjusting revenues and expenditures in this fund to \$2,100,000 for the year.

Dial-A-Ride Fund: Revenues were increased by \$320,938 to reflect increased grant funding, for total revenues of \$1,986,905. Expenditures increased by \$281,350 to \$1,989,604 due increased costs associated with start-up of the new I-Go program. Total expenses are now \$1,989,604, exceeding revenues by \$2,699, which will be covered by fund balance.

Sewer Fund – Revenues were increased by \$20,500 due to better-than-expected interest earnings. Expenses were decreased by \$62,450 to reflect a decrease in insurance costs and reduced capital expenditures. Resulting revenues of \$3,582,500 and expenses of \$3,612,472 will leave of gap of \$29,972 to be closed by available fund balance.

Water Fund – Revenues were increased by \$301,000 primarily due to grant funding associated with the lead service line assessment project. Expenditures were also increased by a net \$13,050, associated with reduced capital projects and increased costs associated with the lead service line assessment project. The fund is expected to end the year with \$339,590 in revenues over expenditures.

Requested Action / Motion:

It is requested the Ionia City Council consider a motion to approve Budget Amendment #3 to the FY24-25 City of Ionia budget, which includes the General Fund and multiple special funds as detailed on the following spreadsheet.

Motion By:

Seconded By:

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

FY 24-25 Council Budget Adjustment #3

		24-25 Amended Budget	Proposed Amendment #3	Proposed Budget After Amedment
Fund: 101 GENERAL				
Account Category: Revenues				
101-000.000-409.000	CURRENT PROPERTY TAXES	650,000	30,000	680,000
101-000.000-427.000	PAYMENT IN LIEU OF TAX	24,000	6,000	30,000
101-000.000-439.000	ADULT USE MARIJUANA	110,000	7,000	117,000
101-000.000-447.000	PROPERTY TAX ADMINISTRATIVE FEE	55,000	7,000	62,000
101-000.000-450.000	LICENSES AND PERMITS	50,000	9,000	59,000
101-000.000-573.000	LOCAL COMMUNITY STABILIZATION SHARE APPR	120,000	35,000	155,000
101-000.000-665.000	INTEREST	150,000	50,000	200,000
101-000.000-688.000	OTHER REVENUE	25,000	8,000	33,000
101-000.000-688.345	OTHER INCOME - PUBLIC SAFETY	20,000	(5,000)	15,000
Revenues		7,432,000	147,000	7,579,000
Account Category: Expenditures				
Department: 172.000 CITY MANAGER				
101-172.000-702.000	SALARY & WAGES	218,500	36,500	255,000
101-172.000-710.000	PAYROLL TAXES & FRINGE BENEFIT	158,000	2,000	160,000
101-172.000-801.000	CONTRACTUAL & PROFESSIONAL SEV	25,000	(5,000)	20,000
101-172.000-860.000	TRANSPORTATION AND TRAINING	4,600	400	5,000
101-172.000-861.000	MEMBERSHIP AND DUES	1,800	100	1,900
Total Dept 172.000 - CITY MANAGER		409,700	34,000	443,700
Department: 201.000 ACCOUNTING				
101-201.000-710.000	PAYROLL TAXES & FRINGE BENEFIT	237,000	8,000	245,000
Total Dept 201.000 - ACCOUNTING		508,450	8,000	516,450
Department: 203.000 INCOME TAX ADMINISTRATION				
101-203.000-801.000	CONTRACTUAL & PROFESSIONAL SEV	7,500	2,500	10,000
Total Dept 203.000 - INCOME TAX ADMINISTRATION		129,250	2,500	131,750
Department: 208.000 PLANNING & ZONING				
101-208.000-801.000	CONTRACTUAL & PROFESSIONAL SEV	65,000	10,000	75,000
101-208.000-956.000	MISCELLANEOUS EXPENSE	500	(500)	-
Total Dept 208.000 - PLANNING & ZONING		66,500	9,500	76,000
Department: 258.000 DATA PROCESSING DEPARTMENT				
101-258.000-801.000	CONTRACTUAL AND PROFESSIONAL SERVICES	60,000	15,000	75,000
Total Dept 258.000 - DATA PROCESSING DEPARTMENT		184,000	15,000	199,000
Department: 260.000 CLERK				
101-260.000-900.000	PUBLISHING	14,000	4,500	18,500
Total Dept 260.000 - CLERK		71,500	4,500	76,000
Department: 265.000 BUILDINGS - GROUNDS				
101-265.000-801.000	CONTRACTUAL & PROFESSIONAL SEV	415,000	(353,000)	62,000
101-265.000-980.000	CAPITAL OUTLAY	250,000	(100,000)	150,000
Total Dept 265.000 - BUILDINGS - GROUNDS		781,450	(453,000)	328,450
Department: 289.000 OTHER OFFICES				
101-289.000-729.000	CREDIT CARD FEES	3,500	3,000	6,500
Total Dept 289.000 - OTHER OFFICES		675,000	3,000	678,000
Department: 345.000 PUBLIC SAFETY				
101-345.000-702.003	SALARY AND WAGES - PART TIMERS	45,000	(15,000)	30,000
101-345.000-745.000	K9 UNIT	3,000	700	3,700
101-345.000-801.000	CONTRACTUAL & PROFESSIONAL SEV	38,000	19,000	57,000
101-345.000-851.000	TELEPHONE	8,500	1,000	9,500
101-345.000-930.000	VEHICLE REPAIR & MAINTENANCE	32,000	5,000	37,000
101-345.000-989.000	CAPITAL OUTLAY-EQUIPMENT	139,500	(4,500)	135,000

	24-25 Amended Budget	Proposed Amendment #3	Proposed Budget After Amedment
Total Dept 345.000 - PUBLIC SAFETY	3,361,200	6,200	3,367,400
Department: 448.000 STREET LIGHTS			
101-448.000-775.000 REPAIR & MAINTENANCE SUPPLIES	25,000	(15,000)	10,000
101-448.000-920.000 PUBLIC UTILITIES	90,000	7,000	97,000
Total Dept 448.000 - STREET LIGHTS	118,500	(8,000)	110,500
Department: 728.000 Economic Development			
101-728.000-980.000 CAPITAL OUTLAY	-	1,400,000	1,400,000
Total Dept 728.000 - Economic Development	-	1,400,000	1,400,000
Expenditures	7,977,850	1,021,700	8,999,550
Fund 101 - GENERAL:			
TOTAL REVENUES	7,432,000		7,579,000
TOTAL EXPENDITURES	7,977,850		8,999,550
NET OF REVENUES & EXPENDITURES:	(545,850)		(1,420,550)
BEG. FUND BALANCE	5,746,464		5,746,464
END FUND BALANCE	5,200,614		4,325,914
Fund: 202 MAJOR STREETS			
Account Category: Revenues			
202-000.000-665.000 INTEREST	30,000	12,000	42,000
Revenues	1,129,000	12,000	1,141,000
Account Category: Expenditures			
Department: 463.000 ROUTINE MAINTENANCE - GENERAL			
202-463.000-707.000 CENTRAL GARAGE ALLOCATION	71,000	2,000	73,000
202-463.000-710.000 PAYROLL TAXES & FRINGE BENEFIT	50,000	15,000	65,000
Total Dept 463.000 - ROUTINE MAINTENANCE - GENERAL	576,500	17,000	593,500
Department: 463.100 TREE TRIMMING			
202-463.100-707.000 CENTRAL GARAGE ALLOCATION	10,000	15,000	25,000
202-463.100-710.000 PAYROLL TAXES & FRINGE BENEFIT	8,000	11,000	19,000
202-463.100-940.000 EQUIPMENT RENTAL	12,000	8,000	20,000
Total Dept 463.100 - TREE TRIMMING	31,500	34,000	65,500
Department: 478.100 WINTER MAINT - SNOW/ICE CONTR			
202-478.100-707.000 CENTRAL GARAGE ALLOCATION	20,000	2,000	22,000
202-478.100-710.000 PAYROLL TAXES & FRINGE BENEFIT	16,000	2,000	18,000
202-478.100-775.000 REPAIR & MAINTENANCE SUPPLIES	15,000	(2,000)	13,000
202-478.100-940.000 EQUIPMENT RENTAL	26,000	(1,000)	25,000
Total Dept 478.100 - WINTER MAINT - SNOW/ICE CONTR	77,000	1,000	78,000
Department: 481.000 CENTRAL GARAGE CONTRACT - DDA			
202-481.000-707.011 SALARY AND WAGES-GEN. MAINT.	90,000	(10,000)	80,000
202-481.000-707.014 SALARY AND WAGES-WINTER MAINT.	21,000	(4,000)	17,000
202-481.000-775.000 REPAIR & MAINTENANCE SUPPLIES	17,000	2,000	19,000
202-481.000-940.000 EQUIPMENT RENTAL	50,000	(4,000)	46,000
Total Dept 481.000 - CENTRAL GARAGE CONTRACT - DDA	264,500	(16,000)	248,500
Expenditures	1,203,500	36,000	1,239,500
Fund 202 - MAJOR STREETS:			
TOTAL REVENUES	1,129,000		1,141,000
TOTAL EXPENDITURES	1,203,500		1,239,500
NET OF REVENUES & EXPENDITURES:	(74,500)		(98,500)
BEG. FUND BALANCE	1,476,369		1,476,369
END FUND BALANCE	1,401,869		1,377,869

		24-25 Amended Budget	Proposed Amendment #3	Proposed Budget After Amedment
Fund: 203 LOCAL STREETS				
Account Category: Revenues				
203-000.000-403.000	COUNTY ROAD - TAXES	95,000	16,000	111,000
203-000.000-665.000	INTEREST	20,000	8,000	28,000
Revenues		717,100	24,000	741,100
Account Category: Expenditures				
Department: 463.000 ROUTINE MAINTENANCE - GENERAL				
203-463.000-707.000	CENTRAL GARAGE ALLOCATION	72,000	5,000	77,000
203-463.000-710.000	PAYROLL TAXES & FRINGE BENEFIT	50,000	12,000	62,000
Total Dept 463.000 - ROUTINE MAINTENANCE - GENERAL		402,500	17,000	419,500
Department: 463.100 TREE TRIMMING				
203-463.100-707.000	CENTRAL GARAGE ALLOCATION	10,000	15,000	25,000
203-463.100-710.000	PAYROLL TAXES & FRINGE BENEFIT	8,000	11,000	19,000
Total Dept 463.100 - TREE TRIMMING		29,000	26,000	55,000
Department: 478.100 WINTER MAINT - SNOW/ICE CONTR				
203-478.100-707.000	CENTRAL GARAGE ALLOCATION	20,000	2,000	22,000
203-478.100-710.000	PAYROLL TAXES & FRINGE BENEFIT	17,000	2,000	19,000
Total Dept 478.100 - WINTER MAINT - SNOW/ICE CONTR		76,000	4,000	80,000
Expenditures		557,000	30,000	587,000
Fund 203 - LOCAL STREETS:				
TOTAL REVENUES		717,100		741,100
TOTAL EXPENDITURES		557,000		587,000
NET OF REVENUES & EXPENDITURES:		160,100		154,100
BEG. FUND BALANCE		1,104,571		1,104,571
END FUND BALANCE		1,264,671		1,258,671
Fund: 228 SOLID WASTE FUND				
Account Category: Revenues				
228-000.000-573.000	LOCAL COMMUNITY STABILIZATION SHARE APPR	70,000	21,000	91,000
228-000.000-660.000	PENALTY REVENUE	6,000	1,900	7,900
228-000.000-665.000	INTEREST	12,000	5,000	17,000
Revenues		748,000	27,900	775,900
Account Category: Expenditures				
Department: 271.000 CITY PROPERTY IMPROVEMENTS				
228-271.000-801.000	CONTRACTUAL & PROFESSIONAL SEV	50,000	3,000	53,000
228-271.000-940.000	EQUIPMENT RENTAL	-	500	500
Total Dept 271.000 - CITY PROPERTY IMPROVEMENTS		55,000	3,500	58,500
Department: 463.700 LEAF AND BRUSH PICKUP				
228-463.700-707.000	CENTRAL GARAGE ALLOCATION	35,000	5,000	40,000
228-463.700-710.000	PAYROLL TAXES & FRINGE BENEFIT	22,000	13,000	35,000
228-463.700-940.000	EQUIPMENT RENTAL	25,000	3,000	28,000
Total Dept 463.700 - LEAF AND BRUSH PICKUP		129,600	21,000	150,600
Expenditures		733,600	24,500	758,100
Fund 228 - SOLID WASTE FUND:				
TOTAL REVENUES		748,000		775,900
TOTAL EXPENDITURES		733,600		758,100
NET OF REVENUES & EXPENDITURES:		14,400		17,800
BEG. FUND BALANCE		515,916		515,916
END FUND BALANCE		530,316		533,716
Fund: 239 PARKS - FACILITIES IMPROVEMENTS				
Account Category: Revenues				

		24-25	Proposed	Proposed
		Amended Budget	Amendment #3	Budget After Amedment
239-000.000-573.000	LOCAL COMMUNITY STABILIZATION SHARE APPR	35,000	10,000	45,000
239-000.000-665.000	INTEREST	20,000	5,000	25,000
Revenues		1,071,000	15,000	1,086,000
Account Category: Expenditures				
Department: 545.730 Hale Park				
239-545.730-805.400	ARCHITECTURAL-ENGINEERING	12,000	8,000	20,000
Total Dept 545.730 - Hale Park		912,000	8,000	920,000
Department: 545.800 STEELE ST. PARK				
239-545.800-805.400	ARCHITECTURAL-ENGINEERING	-	15,000	15,000
Total Dept 545.800 - STEELE ST. PARK		-	15,000	15,000
Department: 545.810 Dog Park				
239-545.810-801.000	CONTRACTUAL & PROFESSIONAL SEV	325,000	(55,000)	270,000
239-545.810-805.400	ARCHITECTURAL-ENGINEERING	5,000	15,000	20,000
Total Dept 545.810 - Dog Park		330,000	(40,000)	290,000
Expenditures		1,242,000	(17,000)	1,225,000
Fund 239 - PARKS - FACILITIES IMPROVEMENTS:				
TOTAL REVENUES		1,071,000		1,086,000
TOTAL EXPENDITURES		1,242,000		1,225,000
NET OF REVENUES & EXPENDITURES:		(171,000)		(139,000)
BEG. FUND BALANCE		830,719		830,719
END FUND BALANCE		659,719		691,719
Fund: 248 DOWNTOWN DEVELOPMENT OPERATING				
Account Category: Revenues				
248-000.000-665.000	INTEREST	500	4,500	5,000
248-000.000-676.002	Reimbursement for IFF Agreeemnt	30,000	(22,500)	7,500
Revenues		360,050	(18,000)	342,050
Account Category: Expenditures				
Department: 558.000 ADMINISTRATIVE				
248-558.000-702.000	SALARY & WAGES	96,900	8,100	105,000
248-558.000-710.000	PAYROLL TAXES & FRINGE BENEFIT	59,000	(14,000)	45,000
248-558.000-801.000	CONTRACTUAL & PROFESSIONAL SEV	-	1,100	1,100
248-558.000-860.000	TRANSPORTATION AND TRAINING	1,600	500	2,100
Total Dept 558.000 - ADMINISTRATIVE		320,600	(4,300)	316,300
Expenditures		388,100	(4,300)	383,800
Fund 248 - DOWNTOWN DEVELOPMENT OPERATING:				
TOTAL REVENUES		360,050		342,050
TOTAL EXPENDITURES		388,100		383,800
NET OF REVENUES & EXPENDITURES:		(28,050)		(41,750)
BEG. FUND BALANCE		190,626		190,626
END FUND BALANCE		162,576		148,876
Fund: 249 RECREATION DEPARTMENT				
Account Category: Revenues				
249-000.000-647.000	ADULT ACTIVITIES	9,000	(5,000)	4,000
249-000.000-648.000	YOUTH ACTIVITIES	92,000	7,000	99,000
249-000.000-648.100	YOUTH FOOTBALL ASSOCIATION	4,800	(2,800)	2,000
249-000.000-652.000	SPECIAL EVENTS	12,000	(4,400)	7,600
249-000.000-674.000	ARMORY-LEASES:ROOMS,FLOORS	7,000	2,000	9,000
249-000.000-688.000	OTHER REVENUE	1,500	500	2,000
Revenues		505,600	(2,700)	502,900
Account Category: Expenditures				
Department: 536.000 ADMINISTRATION				
249-536.000-702.000	SALARY & WAGES	138,500	7,500	146,000

		24-25	Proposed	Proposed
		Amended Budget	Amendment #3	Budget After Amedment
249-536.000-702.009	SALARY & WAGES - SEASONAL	7,000	3,000	10,000
249-536.000-727.100	COPY MACHINE LEASE	1,000	(500)	500
249-536.000-801.000	CONTRACTUAL & PROFESSIONAL SEV	8,000	(1,500)	6,500
249-536.000-850.000	COMMUNICATIONS	3,700	(1,500)	2,200
249-536.000-954.000	INSURANCE	11,700	(5,700)	6,000
Total Dept 536.000 - ADMINISTRATION		275,600	1,300	276,900
Department: 560.000 OPERATIONS				
249-560.000-751.000	SPECIAL EVENT ACTIVITIES	3,000	3,000	6,000
249-560.000-752.000	ADULT ACTIVITIES	4,000	(3,000)	1,000
249-560.000-753.000	YOUTH ACTIVITIES	35,000	5,000	40,000
249-560.000-762.313	YOUTH FOOTBALL ADVISORY BOARD	3,400	(2,400)	1,000
Total Dept 560.000 - OPERATIONS		45,400	2,600	48,000
Department: 755.000 ARMORY				
249-755.000-775.000	REPAIR & MAINTENANCE SUPPLIES	3,000	1,500	4,500
249-755.000-920.000	PUBLIC UTILITIES	14,000	3,000	17,000
Total Dept 755.000 - ARMORY		31,100	4,500	35,600
Department: 770.000 PARK MAINTENANCE				
249-770.000-710.000	PAYROLL TAXES & FRINGE BENEFIT	32,000	8,000	40,000
249-770.000-801.000	CONTRACTUAL & PROFESSIONAL SEV	7,000	(5,000)	2,000
249-770.000-940.000	EQUIPMENT RENTAL	70,000	2,000	72,000
Total Dept 770.000 - PARK MAINTENANCE		171,000	5,000	176,000
Expenditures		523,100	13,400	536,500
Fund 249 - RECREATION DEPARTMENT:				
TOTAL REVENUES		505,600		502,900
TOTAL EXPENDITURES		523,100		536,500
NET OF REVENUES & EXPENDITURES:		(17,500)		(33,600)
BEG. FUND BALANCE		69,054		69,054
END FUND BALANCE		51,554		35,454
Fund: 250 THEATRE FUND				
Account Category: Revenues				
250-000.000-633.000	MOVIE ADMISSIONS	80,000	3,000	83,000
250-000.000-634.000	MOVIE CONCESSIONS	110,000	12,000	122,000
250-000.000-635.000	LIVE ENTERTAINMENT REVENUE	2,000	(1,900)	100
250-000.000-640.000	ADVERTISING REVENUES	5,000	1,000	6,000
250-000.000-665.000	INTEREST	1,000	(1,000)	-
250-000.000-675.000	GIFTS DONATIONS	2,500	5,000	7,500
250-000.000-688.000	OTHER REVENUE	2,000	800	2,800
Revenues		365,000	18,900	383,900
Account Category: Expenditures				
Department: 442.000 OPERATIONS				
250-442.000-702.000	SALARY & WAGES	103,000	4,000	107,000
250-442.000-727.000	OFFICE SUPPLIES	800	200	1,000
250-442.000-732.000	LIVE ENTERTAINMENT EXPENSE	1,000	(1,000)	-
250-442.000-740.000	OPERATING SUPPLIES	3,750	(2,250)	1,500
250-442.000-801.000	CONTRACTUAL & PROFESSIONAL SEV	18,000	(4,000)	14,000
250-442.000-804.000	FILM EXPENSE	45,000	10,000	55,000
250-442.000-920.000	PUBLIC UTILITIES	35,000	2,000	37,000
250-442.000-931.000	BUILDING REPAIR & MAINTENANCE	25,000	7,000	32,000
250-442.000-962.200	ADVERTISING - PROMOTION	5,000	3,000	8,000
Total Dept 442.000 - OPERATIONS		358,750	18,950	377,700
Expenditures		358,750	18,950	377,700
Fund 250 - THEATRE FUND:				

	24-25 Amended Budget	Proposed Amendment #3	Proposed Budget After Amedment
TOTAL REVENUES	365,000		383,900
TOTAL EXPENDITURES	358,750		377,700
NET OF REVENUES & EXPENDITURES:	6,250		6,200
BEG. FUND BALANCE	309,974		309,974
END FUND BALANCE	316,224		316,174

Fund: 266 PUBLIC SAFETY DONATIONS

Account Category: Revenues

266-000.000-688.000	OTHER REVENUE	2,000	3,300	5,300
Revenues		2,500	3,300	5,800

Account Category: Expenditures

Department: 558.000 ADMINISTRATIVE

266-558.000-801.000	CONTRACTUAL & PROFESSIONAL SEV	-	4,500	4,500
266-558.000-989.000	CAPITAL OUTLAY-EQUIPMENT	5,000	(5,000)	-
Total Dept 558.000 - ADMINISTRATIVE		5,000	(500)	4,500
Expenditures		5,000	(500)	4,500

Fund 266 - PUBLIC SAFETY DONATIONS:

TOTAL REVENUES	2,500		5,800
TOTAL EXPENDITURES	5,000		4,500
NET OF REVENUES & EXPENDITURES:	(2,500)		1,300
BEG. FUND BALANCE	16,809		16,809
END FUND BALANCE	14,309		18,109

Fund: 284 OPIOID SETTLEMENT FUND

Account Category: Revenues

284-000.000-665.000	INTEREST	400	800	1,200
284-000.000-685.000	Opioid Settlement Revenue	3,500	8,500	12,000
Revenues		3,900	9,300	13,200

Account Category: Expenditures

Department: 558.000 ADMINISTRATIVE

284-558.000-740.000	OPERATING SUPPLIES	10,000	34,000	44,000
Total Dept 558.000 - ADMINISTRATIVE		10,000	34,000	44,000
Expenditures		10,000	34,000	44,000

Fund 284 - OPIOID SETTLEMENT FUND:

TOTAL REVENUES	3,900		13,200
TOTAL EXPENDITURES	10,000		44,000
NET OF REVENUES & EXPENDITURES:	(6,100)		(30,800)
BEG. FUND BALANCE	32,370		32,370
END FUND BALANCE	26,270		1,570

Fund: 412 ENVIRONMENTAL RESPONSE

Account Category: Revenues

412-000.000-573.000	LOCAL COMMUNITY STABILIZATION SHARE APPR	1,500	3,000	4,500
Revenues		18,000	3,000	21,000

Account Category: Expenditures

Department: 536.000 ADMINISTRATION

412-536.000-801.000	CONTRACTUAL & PROFESSIONAL SEV	40,000	7,000	47,000
Total Dept 536.000 - ADMINISTRATION		40,000	7,000	47,000
Expenditures		40,000	7,000	47,000

Fund 412 - ENVIRONMENTAL RESPONSE:

TOTAL REVENUES	18,000		21,000
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	24-25 Amended Budget	Proposed Amendment #3	Proposed Budget After Amedment
TOTAL EXPENDITURES	40,000		47,000
NET OF REVENUES & EXPENDITURES:	(22,000)		(26,000)
BEG. FUND BALANCE	114,596		114,596
END FUND BALANCE	92,596		88,596

Fund: 420 CAPITAL IMPROVEMENT PROJECTS

Account Category: Revenues

420-000.000-699.590	CONTRIBUTION FROM SEWER FUND	247,500	(31,950)	215,550
420-000.000-699.591	CONTRIBUTION FROM WATER FUND	247,500	(31,950)	215,550
Revenues		495,000	(63,900)	431,100

Account Category: Expenditures

Department: 543.556 HALL STREET IMPROVEMENTS

420-543.556-801.000	CONTRACTUAL & PROFESSIONAL SEV	-	22,000	22,000
420-543.556-805.400	ARCHITECTURAL-ENGINEERING	-	3,100	3,100
Total Dept 543.556 - HALL STREET IMPROVEMENTS		-	25,100	25,100

Department: 543.560 KING STREET IMPROVEMENTS

420-543.560-801.000	CONTRACTUAL & PROFESSIONAL SEV	450,000	(90,000)	360,000
420-543.560-805.400	ARCHITECTURAL-ENGINEERING	45,000	1,000	46,000
Total Dept 543.560 - KING STREET IMPROVEMENTS		495,000	(89,000)	406,000

Expenditures

Fund 420 - CAPITAL IMPROVEMENT PROJECTS:

TOTAL REVENUES	495,000		431,100
TOTAL EXPENDITURES	495,000		431,100
NET OF REVENUES & EXPENDITURES:	-		-
BEG. FUND BALANCE	1,000		1,000
END FUND BALANCE	1,000		1,000

Fund: 588 DIAL-A-RIDE

Account Category: Revenues

588-000.000-409.000	CURRENT PROPERTY TAXES	95,500	3,500	99,000
588-000.000-502.000	FEDERAL GRANT - SECTION 5311	111,562	78,438	190,000
588-000.000-502.750	FEDERAL GRANT - EQUITABLE MOBILITY	-	225,000	225,000
588-000.000-547.000	GRANTS - PRIOR YEARS	-	14,000	14,000
Revenues		1,665,967	320,938	1,986,905

Account Category: Expenditures

Department: 558.000 ADMINISTRATIVE

588-558.000-727.000	OFFICE SUPPLIES	250	250	500
588-558.000-900.000	PUBLISHING	250	350	600
588-558.000-962.200	ADVERTISING - PROMOTION	7,000	500	7,500
Total Dept 558.000 - ADMINISTRATIVE		390,231	1,100	391,331

Department: 560.000 OPERATIONS

588-560.000-702.000	SALARY & WAGES	251,750	33,250	285,000
588-560.000-702.007	SALARY AND WAGES - DISPATCHERS	56,500	5,500	62,000
588-560.000-710.000	PAYROLL TAXES & FRINGE BENEFIT	33,500	3,500	37,000
588-560.000-740.000	OPERATING SUPPLIES	2,500	500	3,000
588-560.000-807.800	RTAP GRANT	5,500	1,000	6,500
Total Dept 560.000 - OPERATIONS		478,545	43,750	522,295

Department: 564.000 MAINTENANCE

588-564.000-931.000	BUILDING REPAIR & MAINTENANCE	6,500	11,500	18,000
Total Dept 564.000 - MAINTENANCE		62,050	11,500	73,550

Department: 568.000 Equitable Mobility

588-568.000-801.000	CONTRACTUAL & PROFESSIONAL SEV	-	69,000	69,000
588-568.000-962.200	ADVERTISING - PROMOTION	-	1,000	1,000

	24-25 Amended Budget	Proposed Amendment #3	Proposed Budget After Amedment
588-568.000-980.000 CAPITAL OUTLAY	-	155,000	155,000
Total Dept 568.000 - Equitable Mobility	-	225,000	225,000
Expenditures	1,708,254	281,350	1,989,604
Fund 588 - DIAL-A-RIDE:			
TOTAL REVENUES	1,665,967		1,986,905
TOTAL EXPENDITURES	1,708,254		1,989,604
NET OF REVENUES & EXPENDITURES:	(42,287)		(2,699)
BEG. FUND BALANCE	1,166,484		1,166,484
END FUND BALANCE	1,124,197		1,163,785

Fund: 590 SEWER DEPT.

Account Category: Revenues

590-000.000-665.000 INTEREST	60,000	15,000	75,000
590-000.000-688.000 OTHER REVENUE	30,000	5,500	35,500
Revenues	3,562,000	20,500	3,582,500

Account Category: Expenditures

Department: 558.000 ADMINISTRATIVE

590-558.000-702.000 SALARY & WAGES	18,000	1,000	19,000
590-558.000-710.000 PAYROLL TAXES & FRINGE BENEFIT	13,000	1,000	14,000
590-558.000-954.000 INSURANCE	20,000	(10,000)	10,000
590-558.000-999.420 CONTRIB TO GRANT PROJECTS	247,500	(31,950)	215,550
Total Dept 558.000 - ADMINISTRATIVE	1,571,422	(39,950)	1,531,472

Department: 560.000 OPERATIONS

590-560.000-940.000 EQUIPMENT RENTAL	7,500	4,500	12,000
Total Dept 560.000 - OPERATIONS	156,000	4,500	160,500

Department: 564.000 MAINTENANCE

590-564.000-710.000 PAYROLL TAXES & FRINGE BENEFIT	25,000	3,000	28,000
590-564.000-940.000 EQUIPMENT RENTAL	50,000	(30,000)	20,000
Total Dept 564.000 - MAINTENANCE	147,500	(27,000)	120,500

Expenditures

Fund 590 - SEWER DEPT.:

TOTAL REVENUES	3,562,000		3,582,500
TOTAL EXPENDITURES	3,674,922		3,612,472
NET OF REVENUES & EXPENDITURES:	(112,922)		(29,972)
BEG. FUND BALANCE	14,114,376		14,114,376
END FUND BALANCE	14,001,454		14,084,404

Fund: 591 WATER DEPT.

Account Category: Revenues

591-000.000-502.000 FEDERAL GRANT	-	260,000	260,000
591-000.000-625.000 FIRE SUPPRESSION/CROSS CONNECTION FEES	105,000	5,000	110,000
591-000.000-642.000 UTILITY USAGE - STATE INSTITU	430,000	(20,000)	410,000
591-000.000-643.000 UTILITY USAGE - CUSTOMERS	1,630,000	50,000	1,680,000
591-000.000-660.000 PENALTY REVENUE	20,000	2,000	22,000
591-000.000-665.000 INTEREST	20,000	(8,000)	12,000
591-000.000-688.000 OTHER REVENUE	25,000	12,000	37,000
Revenues	3,025,000	301,000	3,326,000

Account Category: Expenditures

Department: 558.000 ADMINISTRATIVE

591-558.000-801.000 CONTRACTUAL & PROFESSIONAL SEV	225,000	75,000	300,000
591-558.000-999.420 CONTRIB TO GRANT PROJECTS	247,500	(31,950)	215,550
Total Dept 558.000 - ADMINISTRATIVE	1,711,860	43,050	1,754,910

	24-25 Amended Budget	Proposed Amendment #3	Proposed Budget After Amedment
Department: 560.000 OPERATIONS			
591-560.000-940.000 EQUIPMENT RENTAL	15,000	3,000	18,000
591-560.000-980.000 CAPITAL OUTLAY	60,000	(25,000)	35,000
Total Dept 560.000 - OPERATIONS	300,000	(22,000)	278,000
Department: 561.000 WATER SOURCE			
591-561.000-740.000 OPERATING SUPPLIES	80,000	(25,000)	55,000
Total Dept 561.000 - WATER SOURCE	743,500	(25,000)	718,500
Department: 564.000 MAINTENANCE			
591-564.000-707.000 CENTRAL GARAGE ALLOCATION	90,000	15,000	105,000
591-564.000-710.000 PAYROLL TAXES & FRINGE BENEFIT	65,000	12,000	77,000
591-564.000-940.000 EQUIPMENT RENTAL	50,000	(10,000)	40,000
Total Dept 564.000 - MAINTENANCE	218,000	17,000	235,000
Expenditures	2,973,360	13,050	2,986,410
Fund 591 - WATER DEPT.:			
TOTAL REVENUES	3,025,000		3,326,000
TOTAL EXPENDITURES	2,973,360		2,986,410
NET OF REVENUES & EXPENDITURES:	51,640		339,590
BEG. FUND BALANCE	12,091,291		12,091,291
END FUND BALANCE	12,142,931		12,430,881
Fund: 598 IONIA REGIONAL UTILITIES AUTHORITY			
Account Category: Revenues			
598-000.000-688.000 OTHER REVENUE	60,000	7,000	67,000
Revenues	2,075,000	7,000	2,082,000
Account Category: Expenditures			
Department: 558.000 ADMINISTRATIVE			
598-558.000-702.000 SALARY & WAGES	85,000	7,000	92,000
Total Dept 558.000 - ADMINISTRATIVE	1,299,000	7,000	1,306,000
Expenditures	2,165,000	7,000	2,172,000
Fund 598 - IONIA REGIONAL UTILITIES AUTHORITY:			
TOTAL REVENUES	2,075,000		2,082,000
TOTAL EXPENDITURES	2,165,000		2,172,000
NET OF REVENUES & EXPENDITURES:	(90,000)		(90,000)
BEG. FUND BALANCE	9,732,766		9,732,766
END FUND BALANCE	9,642,766		9,642,766
Fund: 661 CENTRAL GARAGE			
Account Category: Revenues			
661-000.000-626.000 CHARGE FOR SERVICES	45,000	(10,000)	35,000
661-000.000-695.000 SALE OF PROPERTY	10,000	(10,000)	-
Revenues	515,000	(20,000)	495,000
Account Category: Expenditures			
Department: 441.000 ADMINISTRATION			
661-441.000-727.000 OFFICE SUPPLIES	200	300	500
661-441.000-860.000 TRANSPORTATION AND TRAINING	2,500	3,500	6,000
Total Dept 441.000 - ADMINISTRATION	263,700	3,500	267,200
Expenditures	613,700	3,500	617,200
Fund 661 - CENTRAL GARAGE:			

	24-25 Amended Budget	Proposed Amendment #3	Proposed Budget After Amedment
TOTAL REVENUES	515,000		495,000
TOTAL EXPENDITURES	613,700		617,200
NET OF REVENUES & EXPENDITURES:	(98,700)		(122,200)
BEG. FUND BALANCE	1,145,648		1,145,648
END FUND BALANCE	1,046,948		1,023,448

CITY OF IONIA
STAFF REPORT FOR COUNCIL AGENDA ITEM

Agenda Item: VII.5

TO: Mayor Milewski and Councilmembers
FROM: Precia Garland, City Manager
DATE: June 4, 2025
RE: Policy Update - City of Ionia Public Transportation Drivers Drug & Alcohol Policy

Background:

The Michigan Department of Transportation (MDOT) Office of Passenger Transportation (OPT) recently mandated updates to the Drug & Alcohol Policies of local transit agencies in response to changes to the Federal Transit Administration (FTA) circular that provides guidelines for drug and alcohol testing. This policy was last approved by Ionia City Council on November 1, 2023. Updates to this policy include incorporating the new rule to allow oral fluid specimen testing, adding two new SAP (Substance Abuse Professional) providers, updating the lab & MRO (Medical Review Officer) contacts, given the transition to Vault as a third-party administrator, and removing the Director's position from the pool of safety sensitive employees. A recent FTA review of MDOT's records found having Transit Directors in the testing pool that did not perform safety-sensitive tasks for a significant part of their daily duties diluted the testing pool. Please note that this policy has also been reformatted for inclusion in the City of Ionia's General Policy Manual, Section Three - Human Resources & Safety and has been designated as Policy 3-014 - Drug & Alcohol Testing Policy.

Requested Action / Motion:

It is requested the City Council consider making a motion to approve the revised City of Ionia Public Transportation Drug and Alcohol Testing Policy as presented.

Motion By:

Seconded By:

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

Drug and Alcohol Testing Policy

I. PURPOSE

The City of Ionia (hereinafter referred to as “Employer”) provides public transit and paratransit services. Part of our mission is to ensure that the service is delivered safely, efficiently, and effectively by establishing a drug and alcohol-free work environment, and to ensure that the workplace remains free from the effects of drugs and alcohol in order to promote the health and safety of employees and the general public. In keeping with this mission, Employer declares that the unlawful manufacture, distribution, dispense, possession, or use of controlled substances or misuse of alcohol is prohibited for all employees.

Additionally, the purpose of this policy is to establish guidelines to maintain a drug and alcohol-free workplace in compliance with the Drug-Free Workplace Act of 1988, and the Omnibus Transportation Employee Testing Act of 1991. This policy is intended to comply with all applicable Federal regulations governing workplace anti-drug and alcohol programs in the transit industry. Specifically, the Federal Transit Administration (FTA) of the U.S. Department of Transportation has published 49 CFR Part 655, as amended, that mandates drug testing and breath alcohol testing for safety-sensitive positions and prohibits performance of safety-sensitive functions when there is a positive test result or a refusal to test. The U. S. Department of Transportation (USDOT) has also published 49 CFR Part 40, as amended, that sets standards for the collection and testing of specimens for drug and alcohol testing.

This policy complies with 49 CFR Part 655, as amended and 49 CFR Part 40, as amended. Copies of Parts 655 and 40 are available in the Designated Employee Representative’s (DER) office and can be found on the internet at the Federal Transit Administration (FTA) Drug and Alcohol Program website transit.dot.gov/drug-alcohol-program.

Any provisions set forth in this policy that are included under the sole authority of Employer and are not provided under the authority of the above-named Federal regulations are underlined. Tests conducted under the sole authority of Employer will be performed on non-USDOT forms and will be separate from USDOT testing in all respects.

II. APPLICABILITY

This policy applies to all covered employees (full or part-time) of the Employer. Covered employees include:

1. Operating a revenue service vehicle, in or out of revenue service.
2. Operating a non-revenue vehicle requiring a commercial driver’s license.

3. Controlling movement or dispatch of a revenue service vehicle.
4. Maintaining (including repairs, overhaul, and rebuilding) of a revenue service vehicle or equipment used in revenue service.
5. Carrying a firearm for security purposes.

See Attachment A for a list of covered positions by job title.

A drug test can be performed any time a covered employee is on duty. An alcohol test can be performed just before, during, or just after the performance of a safety-sensitive job function.

III. EDUCATION AND TRAINING

Every covered employee will receive a copy of this policy and will have access to the corresponding federal regulations including 49 CFR Parts 655 and 40, as amended. In addition, all covered employees will undergo a minimum of 60 minutes of training on the signs and symptoms of drug use including the effects and consequences of drug use on personal health, safety, and the work environment. The training includes manifestations and behavioral cues that may indicate prohibited drug use.

All supervisory personnel or employer officials who are in a position to determine covered employee fitness for duty will receive 60 minutes of reasonable suspicion training on the physical, behavioral, and performance indicators of probable prohibited drug use and 60 minutes of additional reasonable suspicion training on the physical, behavioral, speech, and performance indicators of probable alcohol misuse.

IV. PROHIBITED CONDUCT

Consistent with the Drug-free Workplace Act of 1988, all Employer employees are prohibited from engaging in the unlawful manufacture, distribution, dispensing, possession, or use of prohibited substances in the workplace including transit system premises and transit vehicles.

The unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance is prohibited in the covered workplace. An employee who is convicted of any criminal drug statute for a violation occurring in the workplace shall notify Employer no later than five days after such conviction.

A. Drugs

Use of illegal drugs is prohibited at all times. Prohibited drugs include:

1. Marijuana (including for medical or recreational purposes although legal in the state of Michigan)
2. Cocaine
3. Phencyclidine (PCP)
4. Opioids
5. Amphetamines

Federal Transit Administration drug testing regulations (49 CFR Part 655) require that all employees covered under FTA authority be tested for marijuana, cocaine, amphetamines, opioids, and phencyclidine as described in this policy. Illegal use of these five drugs is prohibited at all times and thus, covered employees may be tested for these drugs anytime that they are on duty.

The appropriate use of legally prescribed drugs and non-prescription medications is not prohibited. **However, the use of any substance which carries a warning label that indicates that mental functioning, motor skills, or judgment may be adversely affected must be reported to an Employer supervisor and the employee is required to provide a written release from his/her doctor or pharmacist indicating that the employee can perform his/her safety-sensitive functions.**

B. Alcohol

All covered employees are prohibited from consuming alcohol while performing safety-sensitive job functions or while on-call to perform safety-sensitive job functions. If an on-call employee has consumed alcohol, they must acknowledge the use of alcohol at the time that they are called to report for duty. The covered employee will subsequently be relieved of their on-call responsibilities if the covered employee acknowledges the use of alcohol at the time he or she is called to report to duty and their inability to perform his or her safety-sensitive function, or the Employer will require that the covered employee take an alcohol test, if the covered employee has acknowledged the use of alcohol, but claims ability to perform his or her safety-sensitive function.

The Employer shall not permit any covered employee to perform or continue to perform a safety-sensitive function if it has actual knowledge that the employee is using alcohol.

All covered employees are prohibited from performing or continuing to perform a safety-sensitive function while having a breath alcohol concentration of 0.04 or greater regardless of when the alcohol was consumed.

All covered employees are prohibited from consuming alcohol within four (4) hours prior to the performance of safety-sensitive job functions.

Thus, an alcohol test can be performed just before, during, or just after the performance of a safety-sensitive job function.

All covered employees required to take a post-crash test are prohibited from consuming alcohol for eight (8) hours following involvement in a crash or until he or she submits to the post-crash drug and alcohol test, whichever occurs first.

The Employer, under its own authority, also prohibits the consumption of alcohol at all times the employee is on duty, or anytime the employee is in uniform.

V. ALCOHOL TESTING PROCEDURES

Tests for breath alcohol concentration will be conducted utilizing a National Highway Traffic Safety Administration (NHTSA)-approved Evidential Breath Testing Device (EBT) operated by a trained Breath Alcohol Technician (BAT). Alcohol screening tests may be performed using a non-evidential testing device, which is also approved by NHTSA. If the initial test indicates an alcohol concentration of 0.02 or greater, a second test will be performed to confirm the results of the initial test. The confirmatory test must occur on an EBT. The confirmatory test will be conducted at least fifteen minutes after the completion of the initial test. The confirmatory test will be performed using a NHTSA-approved EBT operated by a trained BAT. The EBT printout, along with Federal Alcohol Testing Form, will be used to document the test, the subsequent results, and to attribute the test to the correct employee.

A covered employee who has a confirmed breath alcohol concentration of 0.04 or greater will be considered a positive alcohol test and in violation of this policy. The employee will be immediately removed from safety-sensitive duties and will be referred to a qualified substance abuse professional (SAP) for evaluation.

Any covered employee who refuses to test for drugs or alcohol as required shall be removed from performing safety-sensitive duties and referred to a SAP for evaluation.

A test result for a covered employee who has a confirmed breath alcohol concentration of 0.02 or greater, but less than 0.04 is not considered positive, however the employee shall still be removed from performing safety-sensitive duties for at least eight (8) hours, unless a retest results in the employee's alcohol concentration of less than 0.02.

An alcohol concentration of less than 0.02 will be considered a negative test.

VI. DRUG TESTING PROCEDURES

All FTA drug and alcohol testing will be conducted in accordance with 49 CFR Part 40, as amended.

Testing shall be conducted in a manner to assure a high degree of accuracy and reliability and using techniques, equipment, and laboratory facilities which have been approved by the U.S. Department of Health and Human Services (DHHS). The procedures will be performed in a private, confidential manner and every effort will be made to protect the employee, the integrity of the drug testing procedures, and the validity of the test result.

Before performing any alcohol or drug test required by this policy, Employer will notify the test subject that the test is being required pursuant to this policy and/or Federal Transit Administration Regulations (49 CFR Part 655). Employer will not represent that any requested test is required by federal regulations if, in fact, the individual to be tested is not subject to those regulations.

A. PRE-EMPLOYMENT TESTING

1. All offers of employment of covered positions shall be extended conditional upon the applicant passing a drug test. An applicant shall not be hired into a covered position unless the applicant takes a drug test with a verified negative result.
2. A non-covered employee shall not be placed, transferred, or promoted into a covered position until the employee takes a drug test with a verified negative result.
3. If an applicant fails a pre-employment drug test, **the conditional offer of employment shall be rescinded**, and the applicant will be referred to a Substance Abuse Professional.
4. When an employee, being placed, transferred, or promoted from a non-covered position to a covered position, submits to a drug test with a verified positive result, **the transfer/promotion offer will be rescinded**, the employee will be referred to a Substance Abuse Professional, **and the employee shall be subject to disciplinary action. Refer to Section F-7 in this policy to determine the consequences for policy violations.**
5. If a pre-employment/pre-transfer test is canceled, the applicant will be required to take another pre-employment drug test with a verified negative result.
6. In instances where a covered employee is on extended leave for a period of ninety (90) consecutive calendar days or more and is taken out of the random testing pool, the employee will be required to take a pre-employment drug test under 49 CFR Part 655 and have a verified negative test result prior to performing a safety-sensitive job function.
7. Applicants are required to report previous DOT-regulated employment, in accordance with 49 CFR Part 40, as amended. Failure to do so will result in the employment offer in a covered position being rescinded.

8. All applicants that have had a prior DOT positive drug test result, a DOT breath alcohol test result with a concentration 0.04 or greater or refused a previous DOT drug or alcohol test request, must provide the employer proof of having successfully completed a referral, evaluation, and treatment administered under DOT regulations.
9. Following a negative dilute the employee will be required to undergo another test. Should this second test result in a negative dilute result, the test will be considered a negative and no additional testing will be required unless directed to do so by the medical review officer (MRO).

B. REASONABLE SUSPICION TESTING

1. All Employer FTA covered employees will be subject to a reasonable suspicion drug and/or alcohol test when the employer has reasonable suspicion to believe that the covered employee has used a prohibited drug and/or engaged in alcohol misuse. Reasonable suspicion shall mean that there is objective evidence, based upon specific, contemporaneous, articulable observations of the employee's appearance, behavior, speech, or body odor that are consistent with drug use and/or alcohol misuse. Reasonable suspicion referrals must be made by one or more supervisors who are trained to detect the signs and symptoms of drug and alcohol use, and who concludes that an employee may be adversely affected or impaired in his/her work performance due to possible prohibited substance abuse or alcohol misuse. A reasonable suspicion alcohol test can only be conducted just before, during, or just after the performance of a safety-sensitive job function. **However, under Employer authority, a non-DOT reasonable suspicion alcohol test may be performed any time the covered employee is on duty.** A reasonable suspicion drug test can be performed any time the covered employee is on duty.
2. The Employer shall be responsible for transporting the employee to the testing site. Supervisors should avoid placing themselves and/or others into a situation which might endanger the physical safety of those present. The employee shall be placed on administrative leave pending disciplinary action described in Section F-7 of this policy. An employee who refuses an instruction to submit to a drug/alcohol test shall not be permitted to finish his or her shift and shall immediately be placed on administrative leave pending disciplinary action as specified in Section F-7 of this policy.
3. A written record of the observations which led to a drug/alcohol test based on reasonable suspicion shall be prepared and signed by the supervisor seeing. This written record shall be maintained in file by the Employer.
4. **When there are no specific, contemporaneous, articulable objective facts that indicate current drug or alcohol use, but the employee (who is not already a participant in a treatment program) admits the abuse of alcohol or other substances to a supervisor in his/her chain of command, the employee shall be**

referred for assessment and treatment consistent with Section F-5 of this policy. The Employer shall place the employee on administrative leave in accordance with the provisions set forth under Sections F-5 and F-6 of this policy. Testing in this circumstance would be performed under the direct authority of the Employer. Since the employee self-referred to management, testing under this circumstance would not be considered a violation of this policy or a positive test result under Federal authority. However, self-referral does not exempt the covered employee from testing under Federal authority as specified in Sections F-2 through F-4 of this policy or the associated consequences as specified in Section F-7.

C. POST-CRASH TESTING

All covered employees will be required to undergo drug and alcohol testing if they are involved in a crash associated with the operation of a vehicle that results in a fatality regardless of whether or not the vehicle is in revenue service. This includes all surviving covered employees that are operating the vehicle at the time of the crash and any other whose performance cannot be completely discounted as a contributing factor to the crash. In addition, post-crash testing will be conducted if an crash results in (1) injuries requiring immediate medical treatment away from the crash, or (2) with respect to an occurrence in which the mass transit vehicle involved is a bus, electric bus, van, or automobile, one or more vehicles (including non-FTA funded vehicles) incurs disabling damage as the result of the occurrence and such vehicle or vehicles are transported away from the scene by a tow truck or other vehicle, unless the operator's performance can be completely discounted as a contributing factor to the crash. The crash definition may include some incidents where an individual is injured even though there is no vehicle collision.

1. As soon as practicable following a crash, as defined in 49 CFR Part 655, the transit supervisor investigating the crash will notify the transit employee operating the transit vehicle and all other covered employees whose performance could have contributed to the crash of the need for testing. The supervisor will make the determination using the best information available at the time of the crash.
2. The appropriate transit supervisor shall ensure that an employee, required to be tested under this section, is tested as soon as practicable, but no longer than eight (8) hours after the crash for alcohol, and within 32 hours for drugs. If a drug or alcohol test is not performed within two (2) hours of the crash, the supervisor will document the reason(s) for the delay. If the alcohol test is not conducted within eight (8) hours, or the drug test within 32 hours, attempts to conduct the test must cease and the reasons for the failure to test documented.

3. Any covered employee involved in a crash must refrain from alcohol use for at least eight (8) hours following the crash, or until they undergo a post-crash alcohol test.
4. An employee who is subject to post-crash testing who fails to remain readily available for such testing, including notifying a supervisor of their location if they leave the scene of the crash prior to submission to such test, may be deemed to have refused to submit to testing.
5. Nothing in this section shall be construed to require the delay of necessary medical attention for the injured following a crash, or to prohibit an employee from leaving the scene of a crash for the period necessary to obtain assistance in responding to the crash, or to obtain necessary emergency medical care.
6. In the rare event that the Employer is unable to perform an FTA drug and/or alcohol test (i.e., employee is unconscious, employee is detained by law enforcement agency), the Employer may use drug and alcohol post-crash test results administered by state and local law enforcement officials in lieu of the FTA test. The state and local law enforcement officials must have independent authority for the test and the Employer must obtain the results in conformance with state and local law.

D. RANDOM TESTING

1. All covered employees will be subjected to random, unannounced testing. The selection of employees shall be made by a scientifically valid method of randomly generating an employee identifier from the appropriate pool of safety-sensitive employees. **Employees who may be covered under employer authority will be selected from a pool of non-DOT-covered employees.**
2. The dates for administering unannounced testing of randomly selected employees shall be spread reasonably throughout the calendar year, day of the week and hours of the day that safety-sensitive functions are performed.
3. The number of employees randomly selected for drug/alcohol testing during the calendar year shall be not less than the percentage rates set each year by the FTA administrator.
4. Each covered employee shall be in a pool from which the random selection is made. Each covered employee in the pool shall have an equal chance of selection each time the selections are made. Employees will remain in the pool and subject to selection, whether or not the employee has been previously tested. There is no discretion on the part of management in the selection.
5. Covered transit employees that fall under the Federal Transit Administration regulations will be included in one random pool maintained separately from the testing pool of non-safety-sensitive employees that are included solely under the Employer authority.

6. Random tests can be conducted at any time during an employee's shift for drug testing. Alcohol random tests can only be performed just before, during, or just after the performance of a safety sensitive duty. **However, under Employer authority, a non-DOT random alcohol test may be performed any time the covered employee is on duty.** Testing can occur during the beginning, middle, or end of an employee's shift.
7. Employees are required to proceed immediately to the collection site upon notification of their random selection.

E. RETURN TO DUTY TESTING

The Employer will terminate the employment of any employee that tests positive or refuses a test as specified in section F-7 of this policy. However, in the rare event an employee is reinstated with court order or other action beyond the control of the Employer, the employee must complete the return-to-duty process prior to the performance of safety-sensitive functions. All covered employees who previously tested positive on a drug or alcohol test or refused a test, must test negative for drugs, alcohol (below 0.02 for alcohol), or both and be evaluated and released by the Substance Abuse Professional (SAP) before returning to work. Following the initial assessment, the SAP will recommend a course of rehabilitation unique to the individual. The SAP will recommend the return-to-duty test only when the employee has successfully completed the treatment requirement and is known to be drug and alcohol-free and there are no undue concerns for public safety. The SAP will determine whether the employee returning to duty will require a return-to-duty drug test, alcohol test, or both. Return to duty drug tests will be conducted under direct observation procedures.

In the instance of a self-referral or a management referral, disciplinary action against the employee shall include:

1. Employer referral for an assessment by an employer approved counseling professional for assessment, formulation of a treatment plan, and execution of a return-to-work agreement.
2. Failure to execute or remain compliant with the return-to-work agreement shall result in termination from Employer employment.
3. Compliance with the return-to-work agreement means that the employee has submitted to a drug/alcohol test immediately prior to returning to work; the result of that test is negative; the employee is cooperating with his/her recommended treatment program; and, the employee has agreed to periodic unannounced follow-up testing as described in Section F-6 of this policy; however, all follow-up testing performed as part of a return-to-work agreement required under section F-6 of this policy is under the sole authority of the Employer and will be performed using non-DOT testing forms.

4. Refusal to submit to a periodic unannounced follow-up drug/alcohol test shall be considered a direct act of insubordination and shall result in termination. All tests conducted as part of the return-to-work agreement will be conducted under employer authority and will be performed using non-DOT testing forms.
5. A self-referral or management referral to the employer's counseling professional that was not precipitated by a positive test result does not constitute a violation of the Federal regulations and will not be considered as a positive test result in relation to the progressive discipline defined in Section F-7 of this policy.
6. Periodic unannounced non-DOT follow-up drug/alcohol testing conducted as a result of a self-referral or management referral which results in a verified positive shall be considered a positive test and the employee will be subject to disciplinary action up to and including termination.
7. A Voluntary Referral does not shield an employee from disciplinary action or guarantee employment with the Employer.
8. A Voluntary Referral does not shield an employee from the requirement to comply with drug and alcohol testing.

F. FOLLOW-UP TESTS

Covered employees that have returned to duty following a positive or refused test will be required to undergo frequent, unannounced drug and/or alcohol testing following their return-to-duty test. The follow-up testing will be performed for a period of one to five years with a minimum of six tests to be performed the first year. The frequency and duration of the follow-up tests (beyond the minimums) will be determined by the SAP reflecting the SAP's assessment of the employee's unique situation and recovery progress. Follow-up testing should be frequent enough to deter and/or detect a relapse. Follow-up testing is separate and in addition to the random, post-crash, reasonable suspicion, and return-to-duty testing.

In the instance of a self-referral or a management referral, the employee will be subject to non-USDOT follow-up tests and follow-up testing plans modeled using the process described in 49 CFR Part 40. However, all non-USDOT follow-up tests and all paperwork associated with an employee's return-to-work agreement that was not precipitated by a positive test result (or refusal to test) does not constitute a violation of the Federal regulations will be conducted under employer authority and will be performed using non-DOT testing forms.

G. RESULTS OF DRUG/ALCOHOL TESTS

Any covered employee that has a verified positive drug or alcohol test, or test refusal, will be removed from his/her safety-sensitive position, informed of educational and

rehabilitation programs available, referred to a qualified SAP for assessment, and **will be terminated.**

Following a negative dilute the employee will be required to undergo another test. Should this second test result in a negative dilute result, the test will be considered a negative and no additional testing will be required unless directed to do so by the MRO.

Refusal to submit to a drug/alcohol test shall be considered equivalent to a positive test result and a direct act of insubordination and shall result in termination and referral to a qualified SAP. A test refusal is defined as any of the following circumstances:

1. Fail to appear for any test (except a pre-employment test) within a reasonable time, as determined by the employer.
2. Fail to remain at the testing site until the testing process is complete. An employee who leaves the testing site before the testing process commences for a pre-employment test has not refused to test.
3. Fail to attempt to provide a breath or drug specimen sample. An employee who does not provide a drug specimen sample or breath specimen because he or she has left the testing site before the testing process commenced for a pre-employment test has not refused to test.
4. In the case of a directly observed or monitored drug specimen collection, fail to permit monitoring or observation of your provision of a specimen.
5. Fail to provide a sufficient quantity of a drug specimen sample or breath without a valid medical explanation.
6. Fail or decline to take a second test as directed by the collector or the employer for drug testing.
7. Fail to undergo a medical evaluation as required by the MRO or the DER.
8. Fail to cooperate with any part of the testing process.
9. Fail to follow an observer's instructions to raise and lower clothing and turn around during a directly observed test.
10. Possess or wear a prosthetic or other device used to tamper with the collection process.
11. Admit to the adulteration or substitution of a specimen to the collector or MRO.
12. Refuse to sign the certification at Step 2 of the Alcohol Testing Form (ATF).
13. Fail to remain readily available following a crash.
14. As a covered employee, if the MRO reports that you have a verified adulterated or substituted test result, you have refused to take a drug test.

An alcohol test result of ≥ 0.02 to ≤ 0.039 BAC shall result in the removal of the employee from duty for eight hours **or the remainder or the workday, whichever is longer. The employee will not be allowed to return to safety-sensitive duty for his/her next shift until he/she submits to a NONDOT alcohol test with a result of less than 0.02 BAC.**

VII. INFORMATION DISCLOSURE

Drug/alcohol testing records shall be maintained by the Employer DER in a secure location with controlled access and, except as provided below or by law, the results of any drug/alcohol test shall not be disclosed without express written consent of the tested employee.

The employee, upon written request, is entitled to obtain copies of any records pertaining to their use of prohibited drugs or misuse of alcohol including any drug or alcohol testing records. Covered employees have the right to gain access to any pertinent records such as equipment calibration records, and records of laboratory certifications. Employees may not have access to SAP follow-up testing plans.

Records of a verified positive drug/alcohol test result shall be released to the DER and other transit system management personnel on a need-to-know basis.

Records will be released to a subsequent employer only upon receipt of a written request from the employee.

Records of an employee's drug/alcohol tests shall be released to the adjudicator in a grievance, lawsuit, or other proceeding initiated by or on behalf of the tested individual arising from the results of the drug/alcohol test. The records will be released to the decision maker in the proceeding.

Records will be released to the National Transportation Safety Board during a crash investigation.

Information will be released in a criminal or civil action resulting from an employee's performance of safety-sensitive duties, in which a court of competent jurisdiction determines that the drug or alcohol test information is relevant to the case and issues an order to the employer to release the information. The employer will release the information to the decision maker in the proceeding with a binding stipulation that it will only be released to parties of the proceeding.

Records will be released to the DOT or any DOT agency with regulatory authority over the employer or any of its employees.

Records will be released if requested by a Federal, state, or local safety agency with regulatory authority over the Employer or the employee.

If a party seeks a court order to release a specimen or part of a specimen contrary to any provision of Part 40 as amended, necessary legal steps to contest the issuance of the order will be taken.

In cases of a contractor or sub-recipient of a state department of transportation, records will be released when requested by such agencies that must certify compliance with the regulation to the FTA.

ATTACHMENT A

SAFETY-SENSITIVE POSITIONS

Listed below are the job titles of those that perform a safety-sensitive function:

1. Driver
2. Dispatcher
3. Mechanic

ATTACHMENT B

EMPLOYER DESIGNATED SERVICE PROVIDERS FOR DRUG AND ALCOHOL TESTING

1. Employer Drug and Alcohol Testing Program Contact

For all questions concerning the Employer's policy or implementation of the Employer's drug and alcohol testing program, employees should contact the individual(s) named below:

Name: Heidi Wenzel, Director of Transportation
Address: 251 E Adams St, Ionia, MI 48846
Phone Number: (616) 523-0144

2. Drug Testing Laboratory

The Employer has designated the following DHHS-certified laboratory to conduct the analysis of all donor specimens tested under the terms of this policy.

Name: Quest Diagnostics
Phone Number: (800) 877-7484

3. Medical Review Officer

The Employer has designated the following physician(s) to perform Medical Review Officer functions for all drug tests conducted under the terms of this policy.

Name: Dr. Suzanne Steele – Vault Hlth Workforce Scrn
Address: 1100 Easton Rd Ste F, Willow Grove, PA 19090
Phone Number: (215) 396-5500

4. Substance Abuse Professional (minimum of 2)

Substance Abuse Professional (SAP) services, including information, referral, assessment, and evaluation, are available from the following Employer-designated individuals and/or organizations:

Name: Margery Briggs – Two Rivers Counseling & Consulting
Address: 307 Kent St, Portland, MI 48875
Phone Number: (517) 285-2659

NAADAC SAP Directory
www.naadac.org/sap-directory

ATTACHMENT C

SIGNS AND SYMPTOMS OF DRUG AND ALCOHOL USE

Drugs and alcohol can result in such work-related problems as absenteeism and tardiness, lower productivity, missed deadlines, poor work quality, unsafe driving, and increased injuries and crashes. Problems relating to or communicating with supervisors, co-workers, or customers, following directions, concentrating, or remembering things may also indicate a drug or alcohol problem.

Drugs and alcohol slow reaction times, cause confusion, harm coordination and motor skills and can impair decision-making and memory. People misusing alcohol and using illegal drugs may be withdrawn, lethargic, depressed, erratic, “hyper” or unusually anxious, hostile, or paranoid.

Drugs and alcohol misuse can also result in health problems like chronic gastritis, headaches, chronic respiratory infections, and liver problems. They may also show up as poor hygiene, a sloppy appearance, financial problems, DUIs or family problems.

Evidence of use can include paraphernalia such as pipes, syringes, foil packets, pills, powders, and empty alcohol containers. Physical symptoms of use can include:

1. Marijuana and alcohol odors.
2. Puffy or droopy eyelids, bloodshot eyes, dilated or pinpoint pupils.
3. Nosebleeds, excessive sniffing, chronic sinus problems, nasal sores.
4. Needle tracks or blood spots on clothing.
5. Tremors, racing or irregular heartbeats.
6. Slurred or incoherent speech.
7. Confusion, anxiety, paranoia.
8. Coordination problems.
9. Lethargy and sleepiness.

Effects of Drugs and Alcohol

Drugs and alcohol can harm health and the workplace in a variety of ways.

Alcohol

Alcohol is a central nervous system depressant that acts like a poison if used in large quantities. Each year the lives of tens of thousands of Americans are shortened or ended by alcohol misuse.

Alcohol quickly reaches the brain after drinking. It impairs self-control and other learned behaviors. This loss of self-control can lead to aggressive driving (or overly cautious driving), as

well as the other kinds of aggressive behaviors associated with drinking. Even small doses of alcohol, i.e., a single drink, can harm driving performance. In large doses, alcohol significantly impairs coordination, memory, and judgment.

Over time, alcohol misuse damages the liver, the heart, the digestive system and can cause permanent brain damage. On average, alcoholics shorten their life span by about 10 years.

Alcohol misuse harms the ability to think clearly, harms judgment and can affect the ability to get along with and work constructively with co-workers and customers.

Alcoholics often have attendance and work performance problems and get fired because of the consequences of alcohol misuse. Because of its adverse effects on coordination, reflex time, vision, driving ability, judgment, and the ability to evaluate and quickly process information, alcohol is especially dangerous for drivers of commercial motor vehicles.

A small glass of wine, a can of beer and a one and one-half ounce shot of liquor all contain about the same amount of alcohol. It takes the body about one hour to metabolize and eliminate each “drink” of alcohol. Coffee, exercise, and cold showers do not speed up this process or magically produce sobriety. While individuals differ greatly, each drink on an empty stomach by an average-sized adult male may lead to an alcohol concentration of about .02. Thus, drinking more than two drinks raises a serious risk of having an alcohol concentration in excess of DOT rules, especially for people with low body weights.

Cocaine

Cocaine is a powerful stimulant that can be inhaled up the nose, injected or smoked. It greatly increases heart rate and blood pressure. Partly because of its effects on the circulatory system, cocaine use can lead to seizures. Every time cocaine is used, there is some unquantifiable risk of a fatal stroke or heart attack. Cocaine can also cause tremors, convulsions, vomiting and raises body temperature to dangerous levels. Repeated snorting damages nasal tissues, sometimes permanently. Needle use carries risks of infection and overdose.

Initially, cocaine use brings a rush of euphoria and exaggerated overconfidence. Sometimes these effects are so strong that safe driving is impossible. Cocaine wears off in about an hour after it is snorted and in just a few minutes after it is smoked. When it wears off, the user may become depressed, anxious, paranoid, and exhausted.

Cocaine users may exhibit rapid mood swings and changes in activity level. They may grind their teeth, repeatedly wash their hands, or engage in other compulsive behaviors.

Amphetamines

Amphetamines, also known as “speed,” are powerful stimulants that are often abused by truck drivers because they make it easy to stay awake. Amphetamines, however, are dangerous drugs with a high potential for abuse. Amphetamines may also be known as uppers, black beauties, white crosses or dexies.

Use brings feelings of alertness and a loss in appetite. The user may also become very talkative or physically active or feel very strong after ingesting amphetamines. In a few hours however, the amphetamines wear off and restlessness, anxiety, paranoia, and headaches set in.

In large doses, amphetamines can produce serious toxic effects. The user’s blood pressure can rise to the point where strokes or heart attacks occur. Long-term users often have acne, tooth problems and may exhibit symptoms of permanent brain damage.

Marijuana

Marijuana is a hallucinogen that alters the user’s sense of time and reduces the user’s ability to perform tasks requiring coordination, swift reactions, and concentration. Taken in large quantities, marijuana can act like a depressant.

While some people may regard marijuana as harmless, there is evidence its use is unhealthy and dangerous for the driver. Marijuana causes significant increases in blood pressure and pulse rate and, thus, can aggravate or cause heart disease. Marijuana smoke also contains a number of known carcinogens. Many experts believe that marijuana is actually unhealthier to smoke than tobacco.

Studies have shown that smoking marijuana affects the ability to perform tasks like driving, which require both thinking and motor skills, for at least 24 hours. Users, however, often believe that all the impairing effects of smoking have worn off after 4 to 6 hours. Marijuana significantly impairs short-term memory and can harm the user’s ability to concentrate or plan for and achieve long-term goals. There is also significant evidence that marijuana harms the reproductive systems of men and women and is dangerous for children and non-smokers who live with the user.

Opioids

Opioids are a class of narcotics and sedatives derived from the opium poppy plant. Heroin is the strongest opioid. Heroin use has been increasing in recent years because of the availability of cheap, strong heroin from Asia. This new stronger heroin can be smoked or snorted. Heroin can also be injected using needles.

Morphine and codeine are opioids that are often used to relieve pain or induce sleep. However, they can be stolen from hospitals or pharmacies and abused.

Opioid misuse causes a number of health problems. Because of variations in dosages and strength, heroin use carries a risk of overdose and death. Addicts who use needles also risk contracting AIDS or hepatitis. Heroin is often contaminated with other drugs or toxins or combined with other narcotics.

Opioid use slows down and depresses a number of body functions, including brain functioning. Heroin users may act sleepy or euphoric for a while and then become anxious or irritated after the heroin wears off. Heroin users tend to have a number of related health problems and tend to also abuse alcohol and tobacco. Together, these drugs and the unhealthy lifestyles of heroin users result in decreased life expectancy.

PCP

Phencyclidine, or PCP, is also called angel dust or dust. PCP is an extremely dangerous hallucinogen that has unusual and unpredictable side effects. It was developed as an anesthetic in the late 1950's and used for a while as a tranquilizer both for humans and animals. Because of its dangers, it now has no legal uses and is no longer legally manufactured. Rather, PCP is manufactured in underground laboratories. It often contains dangerous adulterants but is very dangerous all by itself.

PCP can produce violence and bizarre behavior in anyone who uses it. Occasionally, PCP users attack nurses and police officers or jump out of windows because they believe they can fly. PCP somehow scrambles the brain's internal stimuli and seriously changes how users feel, see and deal with their environment.

In low doses, PCP produces a feeling of numbness. Increased doses produce excitement, confusion, and delirium. The user's body may become rigid or go into convulsions. Routine activities like driving become dangerous and unpredictable.

Users may walk with strange uncoordinated steps. PCP users may have a blank stare, sweat heavily, have thick slurred speech, or engage in some of the violent and bizarre behaviors mentioned above.

ATTACHMENT D

ACKNOWLEDGEMENT OF RECEIPT OF POLICY

I hereby acknowledge that I have received, read, and understand my Employer's Drug-Free Workplace Program Policy required by Department of Transportation (DOT) regulations. I understand that I am subject to and must adhere to the DOT regulations and must abide by the terms of the Employer's Policy as a condition of employment.

I understand that during my employment I may be required to submit to drug and/or alcohol tests based on Department of Transportation regulations as directed by the Employer. I agree to comply with the Employer's Policy on drugs and/or alcohol and understand failure to comply is grounds for disciplinary action, up to and including termination, in addition to any action required by DOT regulations.

I also understand that refusal to submit to a controlled substances or alcohol test is a violation of DOT regulations, as well as the Employer's Policy, and may result in disciplinary action, including but not limited to suspension (with or without pay) or termination of employment, in addition to action required by DOT regulations. I further understand the consequences related to controlled substances use or alcohol misuse as prohibited by Employer's Policy.

I understand the laboratory test results will be released in accordance with the Employer Policy to the selected Medical Review Officer (MRO). In doing so, I understand that I will be given an opportunity to discuss a positive drug test result with the MRO before the result is reported to the Employer as a verified positive test result. Furthermore, I authorize the release of the results of a saliva or breath alcohol test by a certified technician to the Employer.

I acknowledge that the provisions of the Employer's Drug-Free Workplace Program Policy are part of the terms and conditions of my employment, and that I agree to abide by them.

THE UNDERSIGNED STATES THAT HE OR SHE HAS READ THE FOREGOING ACKNOWLEDGMENT AND UNDERSTANDS THE CONTENTS THEREOF.

Employee Name: _____

Date: _____

Employee Signature: _____

CITY OF IONIA
STAFF REPORT FOR COUNCIL AGENDA ITEM

Agenda Item: VII.6

TO: Mayor Milewski and Councilmembers
FROM: Precia Garland, City Manager
DATE: June 4, 2025
RE: Bid Award - Dial-A-Ride Entry Window Replacement Project

Background:

Plans and specifications were recently prepared by our engineering firm of record, Fishbeck, to replace up to 15 windows at the Dial-A-Ride facility, 251 E. Adams Street. Windows to be replaced are located in the Director's office, Dispatch Office, conference room and waiting room. Total windows to be replaced for certain in the base bid were six, with additional pricing requested on a single, per window basis (fixed and open options), in case available funding would allow more window replacements. Bids were publicly opened on Thursday, May 22nd at 10 AM and yielded the following results:

Bidder	Location	Bid Amount	Single Fix	Single Open
Central Michigan Building Services	Ionia MI	\$18,850.00	\$2,928.00	\$3,356.00
Nugent Builders	Rockford MI	\$20,900.00	\$2,775.00	\$3,025.00
Renewal by Andersen	Livonia MI	\$27,039.00	\$5,580.00	\$5,774.00

Following the bid opening, a thorough review of the apparent low bid was conducted by Fishbeck and determined to be accurate and complete. The Independent Cost Estimate for the project based on previous work was \$31,250.00. In addition, Central Michigan Building Services offered a Voluntary Alternate to provide shop-manufactured metal face panels instead of the pre-manufactured ACM (aluminum composite material) product specified. This would decrease its base bid by \$5,400 resulting in a new bid amount of \$13,450. a per fixed window bid of \$2,027 and a per opening window bid of \$2,457. The review by Fishbeck determined this to be a suitable substitution that would not compromise appearance or performance and the contractor has adequate experience with the alternate.

The alternate bid is summarized as follows:

Bidder	Location	Bid Amount	Single Fix	Single Open
Central Michigan Building Services	Ionia MI	\$13,450	\$2,027.00	\$2,457.00

The revised bid allows for 13 of the 15 windows to be replaced, with a remainder of \$1,891 for potential project overrun, tabulated as follows:

\$13,450 - revised base bid (six opening windows)
 9,828 - four opening windows @\$2,457 ea.
6,081 - three fixes windows @ \$2,027 ea.
 \$29,359 TOTAL Bid
1,891 - contingency
 \$31,250 TOTAL Project Budget

Requested Action / Motion:

It is requested the Ionia City Council consider approving the proposal from Central Michigan Building Services of Ionia, MI in the amount of \$29,359.00 for the Dial-A-Ride window replacement project, with \$1,891 reserved as contingency funding. Funds for this project have been included in the proposed FY25-26 budget in accounts 588-000.000-502.500 and 588-000.000-569.500.

Motion By:

Seconded By:

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

May 27, 2025

Heidi Wenzel
Director of Transportation, City of Ionia
251 East Adams Street
Ionia, MI 48846

Contractor Recommendation

Dear Heidi:

On May 22, 2025 bids were received for the Ionia Transportation Facility Window Replacement Project. Three companies submitted bids with the base bids ranging from a low of \$18,850.00 to a high of \$27,039.00. The Bid Tabulation sheet is attached to this letter. Central Michigan Building Services (CMiBS), of Ionia Michigan, was the apparent low bidder.

My review determined the apparent low bidder had submitted a legitimate proposal. I found no oversights or shortcomings and have reasonable confidence that Central Michigan Building Services could fulfill all obligations of this project in a satisfactory manner.

CMiBS also submitted a Voluntary Alternate to provide shop-manufactured metal faced panels instead of the premanufactured ACM (aluminum composite material) product specified. This would decrease their base bid by \$5,400.00, resulting in a new bid amount of \$13,450. I have discussed the materials and process that CMiBS would use to produce these panels and believe they would be a suitable substitution that wouldn't compromise the appearance or performance of the installation. CMiBS has experience with creating this composite assembly from their work in the food processing industry.

Since the new bid amount of \$13,450.00 is less than half of the project budget, I would recommend adding the replacement of seven additional windows to the project scope. These would include the remaining two openings in the Waiting Room and all five openings in the Conference Room. This would leave just the two windows in the middle room on the north side as existing to remain. This would be at an additional cost of \$15,909.00, based on unit prices submitted as part of the bid. Added to the adjusted base bid, this results in a project cost of \$29,359.00. This total project cost leaves \$1,891 as an ample cushion for possible cost increases required after investigation of the wall construction.

At this time, I recommend that Central Michigan Building Services' Proposal be offered a contract for construction of the Ionia Transportation Facility Window Replacement Project for replacement of windows in thirteen openings for the contract amount of \$29,359.00.

If you have any questions or require additional information, please contact me at 616.706.3143 or gyeomans@fishbeck.com.

Sincerely,



Gregg A. Yeomans, RA, BECxP, CxA+BE
Senior Architect/Project Manager



CENTRAL MICHIGAN BUILDING SERVICES

Proposal #225209

985 E MAIN ST, IONIA, MI 48846
O 616.523.4571 F 616.523.6533

Date: 5/22/2025

Organization: Ionia Dial-A-Ride

Attn: Heidi Wenzel, City of Ionia Director of Transportation

Thank you for contacting CMiBS with the opportunity to quote your project.

Subject: Ionia Transportation Facility Window Replacement

Per Invitation to Provide Bid for Construction Services, the following work is to be done at 251 East Adams Street, Ionia, Michigan 48846.

CMiBS proposes to furnish material, labor and equipment for the following:

- Windows are dark bronze exterior and prefinished white interior.
- Three units will be operable and three units will be stationary.
- Includes full screens and compact operator handles on operable windows.
- Blinds will be removed prior to and reinstalled following the new window installation.
- Replace the existing ACM panel above window with new ALPOLIC ACM JBR bronze panel.
- Install new dark bronze window head flashing.
- Window #4 to be removed prior to ordering windows to verify existing wall conditions.
- The current lead time for window delivery is 4-6 weeks. Lead time is subject to change.
- Window #4 will be temporarily secured and weathertight until the windows arrive.
- Clean up work site daily.

Bid Amount: \$ 18,850

Unit Price for replacement of a single pair of (one masonry opening):

STATIONARY Unit is: \$2,928

OPERABLE Unit is: \$3,356

Alternate #1: Substitute ACM panels per specification with custom ACM panels.

Subtract: \$5,400.00 from base price

Alternate Bid Amount: \$ 13,450

Alternate Unit Price for replacement of a single pair of (one masonry opening):

STATIONARY Unit is: \$2,027

OPERABLE Unit is: \$2,457

Exclusion & Notes:

- Window frames will be insulated at framing with closed-cell spray foam.
- Exterior perimeter will be caulked over backer-rod with dark bronze caulk.
- Interior perimeter will be caulked to drywall returns and sill with white caulk.
- Blocking will be installed as needed for ACM panel placement.
- The timeline for work commencement and completion is weather dependent.
- Due to volatile material pricing, costs to be verified prior to commencement, no price guarantee.
- Price is subject to review after 30 days from the date on this proposal; CMiBS reserves the right to revoke this proposal at any time for any reason
- Excludes engineering and testing of any kind.
- Excludes permits and inspections.
- Price does not include overtime or evening, overnight, and weekend work.
- Project to be completed during regular business hours.
- Price does not include landscape protection or restoration unless requested at the time of bid

Alternate Notes:

- Alternate Custom ACM panel to be 28 ga Sheet Steel in Burnished Slate Crinkle Finish adhered to DensGlass sheeting.
- Alternate Custom ACM panels to be fabricated by CMiBS using metal provided by Reurink Roofing and Siding.

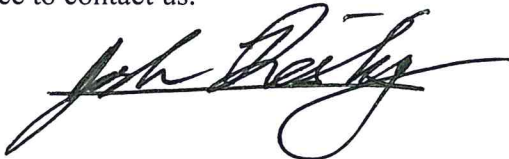
Proposed Work Schedule:

Bid Due		May 5, 2025
City Council Approval		June 4, 2025
Demo Window #4	Week of	June 9, 2025
Finalize Scope / Order Windows		June 13, 2025
Current Window Leadtime 4-6 weeks		
Target Install of 6 Windows	Week of	Aug 11, 2025
On-Site Time (Weather Dependent)		5 days

*All dates are dependent on approvals and material lead time

Any additions to the project will be done per change order on a Time and Material basis. If you have any questions, please feel free to contact us.

Thank you,
Josh Reisbig
CMiBS



Central Michigan Building Services is hereby authorized to proceed on the project based on the requirements set forth above.

Authorized Signature

Date

Alternate #1 _____

Please indicate with initials and date which specific option(s) would you like completed

TERMS AND CONDITIONS

1. Owner agrees to make full payment of all sums due within (10) days after delivery of Contractor's invoice or agreed upon payment terms. Contractor shall not be required to continue its work described on the first page ("Work") unless such sums are paid within the time specified or as extended in writing. Any payment not paid within such time shall accrue interest at a rate of one-point five percent (1.5%) per month. Payment by Owner of the installments, or an agreement between the Owner and the Contractor to extend the time for payment, shall constitute Owner's acceptance of the Work for which the installment is due or extended, subject to any unsatisfactory items agreed upon in writing by the Owner and Contractor.

2. The Alternates are options available to Owner. If any Alternate is selected and/or any allowance is exceeded, as allowances are only estimates, the prices quoted on the first page shall increase ("Price").

3. Changes in the Work, schedule and Price may be made but will be completed and billed on a Time and Materials basis ("Change Order"). Contractor has no obligation to accept a request for a Change Order.

4. Contractor shall diligently pursue the construction so as to complete the Work as soon as commercially practical.

5. Although Contractor has examined the general condition of the site and taken into account this examination in establishing the Price, Owner shall be responsible for all unanticipated or unsuitable site conditions encountered.

6. Possession of the site and all improvements constructed thereon shall be deemed to have been surrendered to the Contractor. Exclusive access to the site and the Work is granted to Contractor and its subcontractors and others working by or through them (collectively, "Subcontractors"). If Owner or others enter the site to inspect the Work, they shall do so with due caution to the liable for any injuries or damages arising from their entry. Contractor shall be entitled to exclusive possession of the site until such time as Contractor notifies Owner that the Work is substantially complete and the Price, adjusted as to additions and deductions, if any, has been paid in full. In the event the Owner occupies the site prior to substantial completion and final payment without the prior written consent of Contractor, such occupancy shall constitute a complete and final acceptance of all Work and a waiver by the Owner of any objection to the Work performed to that date and any claim for uncompleted work, and the Contractor and its Subcontractors shall thereafter be relieved of any responsibility for defective materials or workmanship based upon any theory whatsoever.

7. Owner shall not issue any instructions to or otherwise interfere with Contractor's exclusive supervision and control of its Subcontractors and agrees to neither negotiate for additional work with Subcontractors nor to engage other builders or subcontractors to perform work or services on the site.

8. Owner shall carry a builder's risk policy for the Work until the Work is substantially complete and shall maintain all risk property insurance for the full replacement value of any existing improvements on the site. Contractor shall carry commercial general liability insurance and workers' compensation insurance as may be required by law and, upon Owner's request shall furnish certificates of insurance evidencing such insurance.

9. Owner agrees to indemnify and defend Contractor and its Subcontractors, agents and designees (collectively, "Indemnitees") against and hold them harmless from all losses, claims, liabilities, injuries, damages, and expenses whatsoever, including attorneys' fees that the Indemnitees may incur by reason of (i) breach of this Agreement by Owner, or (ii) any injury or damage sustained to any person or property (including, but not limited to, any one or more of the Indemnitees) arising out of or occurring in connection with the performance or lack of performance by Owner of its duties and obligations under or pursuant to this Agreement. This indemnification shall not apply to any loss, claim or damage caused solely by the negligent act of Contractor or its Subcontractors.

10. Commencing on the date of substantial completion, Contractor shall warrant to the Owner the Work under Contractor's standard one-year warranty ("Warranty"). Repair or replacement, as specified in that Warranty, shall be the Owner's exclusive remedy, and in no event shall Contractor be liable for any consequential or incidental damages. THERE ARE NO OTHER WARRANTIES, EXPRESS OR IMPLIED, EXCEPT AS SET FORTH IN THE ATTACHED WARRANTY, INCLUDING ANY WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE.

11. Any notices permitted or required to be given under this Agreement shall be deemed given or made (a) upon personal delivery to the person to whom addressed, (b) three (3) days following deposit in the United States mail, first class postage prepaid, addressed to the recipient at the address set forth at the beginning of this Agreement, or (c) at the time that receipt by facsimile or other electronic transmission has been acknowledged by electronic confirmation or otherwise. Either party may specify a different address by notice given in accordance with the terms of this section.

12. The following general provisions shall apply: (a) If any provision of this Agreement is determined to be invalid or unenforceable, such determination shall not affect the validity or enforceability of the other provisions of this Agreement. (b) This Agreement shall be binding upon and inure to the benefit of the parties and their respective successors and permitted assigns. (c) This Agreement may be executed in one or more counterparts, and any party to this Agreement may execute and deliver this Agreement by executing and delivering any of such counterparts, each of which when executed and delivered shall be deemed to be an original and all of which taken together shall constitute one and the same instrument. (d) One or more waivers of any breach of any representation, warranty, or covenant in the Agreement by any party shall not be construed as a waiver of a subsequent breach of the same or of any other covenant or condition. (e) This Agreement may not be assigned, pledged, hypothecated, or in any other way transferred or encumbered by any party hereto without the prior written consent of the other part. (f) This Agreement shall be governed by and construed in accordance with the laws of the State of Michigan and venue shall be in Ionia County, Michigan. (g) This Agreement constitutes the entire agreement and understanding among the parties to this Agreement and supersedes any and all prior agreements between the parties with respect to the work.

Federal Certifications

CERTIFICATION AND RESTRICTIONS ON LOBBYING

I, Josh Reisbig hereby certify Josh Reisbig, Owner
(Name and Title of official)

On behalf of Central Michigan Building Services that:
(Name of Bidder/Company Name)

- No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, and officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.
- If any funds other than federal appropriated funds have been paid or will be paid to any person influencing or attempting to influence an officer or employee of any agency, a Member of Congress, and officer or employee of Congress, or an employee of a Member of Congress in connection with the federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form - LLL, "Disclosure Form to Report Lobbying", in accordance with its instructions.
- The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, sub-grants and contracts under grants, loans, and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31 U.S.C. § 1352. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

NAME OF BIDDER/COMPANY NAME Central Michigan Building Services	
TYPE OR PRINT NAME Josh Reisbig	
SIGNATURE OF AUTHORIZED REPRESENTATIVE 	DATE 5/21/2025

GOVERNMENT-WIDE DEBARMENT AND SUSPENSION (NONPROCUREMENT)

Recipients, contractors, and subcontractors that enter into covered transactions are required to verify that the entity (as well as its principals and affiliates) with which they propose to contract, or subcontract is not excluded or disqualified. This is done by: (a) checking the SAM exclusions; (b) collecting a certification from that person (found below); or (c) adding a clause or condition to the contract or subcontract.

Instructions for Certification: By signing and submitting this bid or proposal, the prospective lower tier participant is providing the signed certification set out below.

1. It will comply and facilitate compliance with U.S. DOT regulations, "Nonprocurement Suspension and Debarment," 2 CFR part 1200, which adopts and supplements the U.S. Office of Management and Budget (U.S. OMB) "Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement)," 2 CFR part 180,
2. To the best of its knowledge and belief, that its Principals and Subrecipients at the first tier:
 - a) Are eligible to participate in covered transactions of any Federal department or agency and are not presently:
 1. Debarred,
 2. Suspended,
 3. Proposed for debarment,
 4. Declared ineligible,
 5. Voluntarily excluded, or
 6. Disqualified,
 - b) Its management has not within a three-year period preceding its latest application or proposal been convicted of or had a civil judgment rendered against any of them for:
 1. Commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction, or contract under a public transaction,
 2. Violation of any Federal or State antitrust statute, or,
 3. Commission of embezzlement, theft, forgery, bribery, falsification, or destruction of records, making any false statement, or receiving stolen property,
 - c) It is not presently indicted for, or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses listed in the preceding subsection 2.b of this Certification,
 - d) It has not had one or more public transactions (Federal, State, or local) terminated for cause or default within a three-year period preceding this Certification,
3. If, at a later time, it receives any information that contradicts the statements of subsections 2.a - 2.d above, it will promptly provide that information to FTA,
 - a) It will treat each lower tier contract or lower tier subcontract under its Project as a covered lower tier contract for purposes of 2 CFR part 1200 and 2 CFR part 180 if it:
 1. Equals or exceeds \$25,000,
 2. Is for audit services, or,
 3. Requires the consent of a federal official, and
 - b) It will require that each covered lower tier contractor and subcontractor:
 1. Comply and facilitate compliance with the Federal requirements of 2 CFR parts 180 and 1200, and
 2. Assure that each lower tier participant in its Project is not presently declared by any Federal department or agency to be:
 - a. Debarred from participation in its federally funded Project,
 - b. Suspended from participation in its federally funded Project,
 - c. Proposed for debarment from participation in its federally funded Project,
 - d. Declared ineligible to participate in its federally funded Project,
 - e. Voluntarily excluded from participation in its federally funded Project, or
 - f. Disqualified from participation in its federally funded Project, and
4. It will provide a written explanation as indicated on a page attached in FTA's TrAMS platform or the Signature Page if it or any of its principals, including any of its first tier Subrecipients or its Third-party Participants at a lower tier, is unable to certify compliance with the preceding statements in this Certification Group.

CERTIFICATION

CONTRACTOR Central Michigan Building Services	
SIGNATURE OF AUTHORIZED OFFICIAL 	DATE 5/21/2025
NAME AND TITLE OF CONTRACTOR'S AUTHORIZED OFFICIAL Josh Reisbig, Owner	

**BUY AMERICA CERTIFICATION
STEEL OR MANUFACTURED PRODUCTS**

If steel, iron, or manufactured products (as defined in 49 CFR 661.3 and 661.5) are being procured, the appropriate certificate as set forth below shall be completed and submitted by each bidder or offeror in accordance with the requirement contained in 49 CFR 661.13(b).

Certificate of Compliance with Buy America Requirements

The bidder or offeror hereby certifies that it will comply with the requirements of 49 U.S.C. 5323(j)(1), and the applicable regulations in 49 CFR part 661.

COMPANY Central Michigan Building Services		
NAME Josh Reisbig	TITLE Owner	
SIGNATURE 	DATE 5/21/2025	

Certificate of Non-Compliance with Buy America Steel or Manufactured Products Requirements

The bidder or offeror hereby certifies that it cannot comply with the requirements of 49 U.S.C. 5323(j), but it may qualify for an exception to the requirement pursuant to 49 U.S.C. 5323(j)(2), as amended, and the applicable regulations in 49 CFR 661.7.

COMPANY		
NAME	TITLE	
SIGNATURE	DATE	

CERTIFICATION OF COMPLIANCE WITH FEDERAL CONTRACT CLAUSES

As required by Federal Transit Administration Circular FTA C 4220.1F Third-Party Contracting Guidance, Revision 4, March 18, 2013, and all subsequent editions, as available on FTA's website, www.fta.dot.gov.

To be used for all procurements over \$10,000 if the federal contract clauses are not included in a third-party contract. Not required for Requests for Quotes (a.k.a small purchases) for items purchased off-the-shelf.* Third-party contracts are required for procurements of \$100,000 or more.

Central Michigan Building Services

(Vendor Name)

acknowledges receipt of the **attached** contract clauses and

certifies compliance with all federal requirements for Installed Windows

(Product Description)

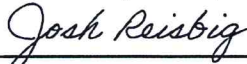
being purchased by Ionia Dial-A-Ride

(Transit Agency)

under project authorization

2022-0074/P13

(Authorization Number)

VENDOR REPRESENTATIVE Josh Reisbig	TITLE Owner	DATE 5/21/2025
SIGNATURE (Vendor representative) 		

* "Off-the-shelf item" means an item produced and placed in stock by a contractor, or stocked by a distributor, before receiving orders or contracts for its sale, Federal Acquisition Regulation (FAR) 46.1-1, issued March 2005. Payment request letters should say when items are procured off-the-shelf. Suggested language is "These tires are off-the-shelf items purchased from Company A Tire who had the tires in stock." or "These tires are off-the-shelf items purchased from Company A Tire, who obtained them from Company B Wholesaling, who had the tires in stock."

CITY OF IONIA
STAFF REPORT FOR COUNCIL AGENDA ITEM

Agenda Item: VIII.1

TO: Mayor Milewski and Councilmembers

FROM: Precia Garland, City Manager

DATE: June 4, 2025

RE: Appointments - Brownfield Redevelopment Authority and Local Development Finance Authority

Background:

Per Section 2.03 Mayor of the City Charter of the City of Ionia, it is the duty of the mayor to appoint with the advice and consent of the City Council the members of citizen advisory boards and commissions. The following individuals have been recommended by Mayor John Milewski to start and/or continue service on the following boards and commissions, subject to council approval:

Brownfield Redevelopment Authority – (3 year terms)

Tom Dickinson – Term Expires 6/30/25; Reappointment through 6/30/28

Mark Vroman – Term Expires 6/30/25; Reappointment through 6/30/28

Local Development Finance Authority – (4 year terms following initial staggered terms)

Bob Masters – Appointment beginning 7/1/25; ending 7/1/29

Requested Action / Motion:

It is requested the Ionia City Council consider appointing the afore-mentioned individuals to the boards and commissions indicated for the terms specified. (Note – if preferred, separate motions can be made for each appointment.)

Motion By:

Seconded By:

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



Minutes of Boards & Commissions

Monthly Department Reports

May 2025

IONIA HOUSING COMMISSION

MINUTES OF REGULAR MEETING HELD IN THE OFFICES OF THE COMMISSION
AT 667 N. UNION STREET, IONIA, MICHIGAN
APRIL 1, 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 March 11, 2025, 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, Vice President Talbot abstained:

AYES

NAYS

All

None

President Rockafellow thereupon declared said motion carried.

3. ACCOUNTS PAYABLE APPROVAL: Accounts payable for the month of March 2025, previously distributed, were reviewed. Following discussion Commissioner Tuttle made a motion, supported by Vice President Talbot, 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 March 2025. Following review and discussion Commissioner Brown made a motion, supported by Vice President Talbot, 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: Two.

MOVE-OUTS:

03/12/2025	3-bedroom (572) West Meadows.....	Moved to Colorado
03/25/2025	3-bedroom (566) West Meadows.....	Moved in with boyfriend
03/31/2025	3-bedroom (531) West Meadows.....	Moved to Portland

MOVE-INS:

03/17/2025	3-bedroom (572) West Meadows.....	Resident, single mom
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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. 2025 PUBLIC HEARING: The Ionia Housing Commission 2025 Public Hearing will be held Tuesday May 13, 2025 at 10:00 am.
- B. MICHIGAN ONE CD RENEWAL: The Michigan One CD was renewed at

3.69% for a term of twelve 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 10:44 a.m.


Katie Bennett, Executive Director/Secretary


Michael Rockafellow, President



CITY OF IONIA
PLANNING COMMISSION
REGULAR MEETING MINUTES

4:30 PM, Wednesday, May 14, 2025

IONIA CITY HALL - COUNCIL CHAMBERS

I. CALL TO ORDER

Chairperson Bailey called the May 14, 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 Logan Bailey, Michael Donaldson, Ryan Gregory, Tim Lee, Jason Perry, and Judy Swartz present. Commissioner Keturah Kelley was absent.

III. APPROVAL OF AGENDA

Chairperson Bailey introduced the agenda and asked if there were any requested changes. Planning Commissioner Donaldson made a motion, seconded by Planning Commissioner Lee, to approve the agenda as presented.

MOTION CARRIED BY VOICE VOTE.

IV. APPROVAL OF MINUTES

(IV.1.) April 2, 2025 – Regular Meeting

Minutes from the regular meeting of April 2, 2025, were reviewed. Planning Commissioner Perry made a motion, seconded by Planning Commissioner Swartz, to approve the April 2, 2025, meeting minutes as presented.

MOTION CARRIED BY VOICE VOTE.

V. PUBLIC COMMENTS

None.

VI. PUBLIC HEARINGS AND ASSOCIATED ACTION

(VI.1.) Public Hearing to receive comments on the Site Plan Review request for 317 S. Dexter Street submitted by the Ionia Free Fair Association.

Assistant City Manager Bowman summarized the requested site plan review application submitted by the Ionia Free Fair Association for 317 S. Dexter Street.

John Dinehart, Treasurer of the Ionia Free Fair Association, and Mike Clark, Fair Manager, answered questions about the submitted application for a new pavilion at the fairgrounds to be used as a permanent venue for the ElPark and other similar events.

Chairperson Bailey opened the public hearing on the request at 4:41 PM and subsequently closed the public hearing at 4:41 PM after no public comments were made.

The following standards were reviewed.

Chapter 1276 – Site Plan Standards of Approval

1. The Planning Commission shall have the authority to limit the number of driveways for a site, to require parking lots on contiguous parcels to be connected, that driveways for contiguous parcels be shared, and that opposite driveways be directly aligned.
2. Landscaping shall be provided and designed in accordance with the City's landscape provisions.
3. All elements of the site plan shall be designed to take into account the site's topography, the size and shape of the lot, the character of adjoining property, and the type and size of buildings. The site shall be developed not to impede the normal and orderly development or improvement of surrounding property for uses permitted in the Zoning Code.
4. The landscape shall be preserved in its natural state, insofar as practical, by removing only those areas of vegetation or making those alterations to the topography that are reasonably necessary to develop the site according to the requirements of the Zoning Code.
5. Areas of natural drainages, such as swales, wetlands, ponds, or swamps, shall be protected and preserved insofar as practical in their natural state to provide areas for natural habitat, preserve drainage patterns and maintain the natural characteristics of the land.
6. The site plan shall provide all dwelling units with reasonable visual and sound privacy. As appropriate, fences, walls, barriers, and landscaping shall be used to accomplish these purposes.
7. All buildings or groups of buildings shall be arranged to permit necessary emergency vehicle access as requested by the Fire Department.
8. In recognition that a sidewalk system along City streets would enhance pedestrian safety and conserve energy through non-motorized transportation opportunities, sidewalks shall be required as determined by the Planning Commission during the site plan review process. Sidewalks, if required, shall be constructed in accordance with the City of Ionia sidewalk standards. Additions or renovations of buildings existing as of the effective date of this Chapter, which require a site plan review, shall be subject to the requirements herein. In determining the need for sidewalks, the following shall be considered:
 - a. The amount of current and future pedestrian traffic by the site.
 - b. Whether a sidewalk would enhance the safety of pedestrians currently walking by the site and the safety of future pedestrians.
 - c. The existing and future volume of traffic on the street abutting the site.
 - d. The existence or probability of sidewalks being constructed on adjacent properties in order to create or complete a usable sidewalk system.
 - e. The location of the proposed use.
 - f. The location of pedestrian attractors such as schools, churches, public buildings, and shopping opportunities

9. The arrangement of public or common ways for vehicular traffic and pedestrian circulation shall be connected to existing or planned streets and pedestrian or bicycle pathways in the area. Roads and drives which are part of a current or planned street pattern serving adjacent development shall be of a condition appropriate to the traffic volume and the type of traffic they will carry.

10. Appropriate measures shall be taken to ensure that the removal of all surface waters will not adversely affect neighboring properties or the public stormwater drainage system. Provisions shall be made to accommodate stormwater, prevent erosion, particularly during construction, and prevent dust formation. The use of detention/retention ponds may be required. Surface water on all paved areas shall be collected at intervals so that it will not obstruct the flow of vehicular or pedestrian traffic or create puddles in paved areas. The Planning Commission may, at its discretion, require catch basins to contain oil filters or traps to prevent contaminants from being discharged into the natural drainage system.

11. Exterior lighting shall be arranged so that illumination is deflected away from adjacent properties and so that it does not interfere with the vision of the motorist along adjacent streets. Flashing or intermittent lights shall not be permitted. Excessive lighting of buildings or structures shall be minimized to reduce light pollution. Street lights that conform to the City of Ionia specifications for street lighting shall be installed within the right-of-way along the streets abutting the parcel. The Planning Commission may, at its discretion, require these same street lights to be installed on the parcel at locations that are close to the street in order to maintain a consistent lighting theme along the City streets.

12. Outside storage areas, including areas for trash storage, shall conform to the regulations contained in Chapter 1060 of these Codified Ordinances.

13. Maneuvering space for trucks using on-site loading areas shall be provided on-premises and shall not necessitate the use of public rights of way.

14. Site Plans shall conform with all applicable requirements of County, State, and Federal statutes, and approval may be conditioned on the applicant receiving necessary County, State, and Federal permits before final site plan approval or any occupancy permits are granted.

Planning Commissioner Donaldson made a motion, seconded by Planning Commissioner Swartz, to approve the site plan for a new pavilion at 317 S. Dexter Street. This decision is based on the findings that the proposed use and plan comply with the Site Plan Standards of Chapter 1276 of the Code of Ordinances, as detailed and discussed above, subject to the approval by staff and resolution of any remaining site plan issues as noted below as staff conditions.

MOTION CARRIED BY VOICE VOTE.

Staff Listed Conditions

1. Approval is conditional on the applicant complying with local, state, and federal laws, and all applicable permits being obtained before the work begins.

(VI.2.) Public hearing to receive comments on Ordinance No. 594 to amend Chapter 1276: Site Plan Review

Assistant City Manager Bowman reviewed the proposed changes to Chapter 1276 with the Planning Commissioners.

Chairperson Bailey opened the public hearing on the request at 4:46 PM and subsequently closed the public hearing at 4:46 PM after no public comments were made.

Planning Commissioner Lee made a motion, seconded by Planning Commissioner Perry, to recommend recommend that City Council approve Ordinance No. 594, an ordinance to amend Part Twelve (Planning and Zoning Code), Title Six (Zoning), Chapter 1276 (Site Plan Review); Chapter 1289, Section 1289.08 (Medical Marihuana Facilities; Application and Processing Procedures); and Chapter 1290, Section 1290.09 (Adult Use Marihuana Establishments; Application and Processing Procedures); and Section 1289.08 and 1289.09 of the Codified Ordinances of the City of Ionia.

MOTION CARRIED BY VOICE VOTE.

VII. OLD BUSINESS

None.

VIII. NEW BUSINESS

(VIII.1.) Schedule Public Hearing - Preliminary Site Condominium and Site Plan Review for 520 E. Washington Street

Planning Consultant Kotrba provided a detailed report on the preliminary site condominium and site plan review for 520 E. Washington Street.

The applicant, Mr. Patrick Kapenga, introduced himself and informed the Commission about his plans for the site. Kapenga responded to several questions from the Commission on the project. Assistant City Manager Bowman noted that a Master Deed would need to be prepared for the project.

Planning Commissioner Lee made a motion, seconded by Planning Commissioner Donaldson, to schedule a public hearing for a future Planning Commission meeting to solicit comments on the preliminary site condominium and site plan review. The motion left the exact date of the public hearing at the discretion of City staff due to the need for additional items from the applicant.

MOTION CARRIED BY VOICE VOTE.

IX. COMMISSIONER COMMENTS

Judy Swartz: Mentioned the positive progress on the Hale Park improvements.

Logan Bailey: (1) Thanked staff for their efforts to review and simplify ordinances; (2) Commented on the large number of people using the new dog park.

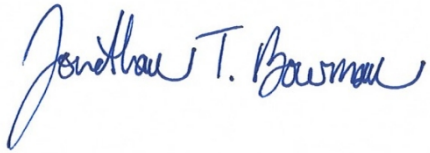
X. ADJOURNMENT

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

MOTION CARRIED BY VOICE VOTE.

The meeting was adjourned at 5:20 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" being more prominent than the last name "Bowman".

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

CITY OF IONIA
DOWNTOWN DEVELOPMENT AUTHORITY
REGULAR MEETING MINUTES
8:00 AM, Wednesday, May 21, 2025
IONIA THEATRE - MAIN FOYER

I. CALL TO ORDER

Chairperson John 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 Tricia Meyers, Heather Poland-Sizemore, Benjamin Weller, Ryan Wilson, Zachary Sheehan, Dustin Sommer and John Krueger present. Guests included Mayor Milewski, Assistant City Manager J. Bowman and resident C. Husted.

III. PUBLIC COMMENTS

IV. CONSENT AGENDA

(IV.1.) To approve the May 21, 2025 meeting agenda.

With no changes or additions, Member Wilson made a motion, seconded by Member Poland-Sizemore, to approve the agenda as presented.

MOTION BY VOICE VOTE.

V. APPROVAL OF MINUTES

(V.1.) To approve the minutes from April 16, 2025 meeting.

Minutes from the regular meeting on April 16, 2025, were reviewed. Member Wilson made a motion, seconded by Member Weller, to approve the April 16, 2025 meeting minutes as presented.

MOTION BY VOICE VOTE.

VI. FINANCIAL REPORT

(VI.1.) To accept the Accounts Payables for the DDA: March 26, 2025 – April 25, 2025 in the amount of \$1,355.07

To accept the Accounts Payables for the Theatre: March 26, 2025 – April 25, 2025 in the amount of \$13,299.29

Discussion revolved around gaining more details for future payables and including a three to four year financial look back. Director Rice will provide those details at a future meeting.

Board Member Weller made a motion, seconded by Board Member Sheehan, to accept Account Payables for the DDA and Theatre for the time period of March 26 to April 25, 2025.

MOTION BY VOICE VOTE.

VII. DDA DIRECTOR REPORT

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

Director Rice highlighted activities for the month and noted increased hours for the Theatre due to events. For the Wayfinding Map, key landmarks were identified, photographed, and paired with historical context to support the development of a landmark and wayfinding map. Outreach efforts continued with introductions to businesses within the DDA district, alongside ongoing development of various marketing projects. Community engagement remained a priority, with the successful hosting of the Ionia Area Chamber of Commerce Coffee & Connect, as well as co-hosting the Mega Mixer at Olde Stone Porch. A number of event applications were received and reviewed. An in-depth analysis of a potential Social District was conducted, exploring its feasibility and impact.

VIII. THEATRE REPORT

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

Assistant Director Rice provided the monthly showing, attendance and YTD breakdown of those items. Movies shown and upcoming were also highlighted. The theater ad hoc group will continue on and meet again at the end of June. Upcoming Theatre events include: IHS Class Night, a variety of popcorn sale days, DDA educational event, June 16th Free Movie, as well as the July and August live performances.

IX. BOARD DECISIONS AND ACTION ITEMS

(IX.1.) Downtown Rock Snake

Director Rice presented information on a rock snake to be started by a business in downtown. Discussion revolved around what authority the group holds, as it could be a right of way impediment. It was noted that it would activate downtown, which is a goal of the DDA. The board had more questions regarding the rock snake and requested the business owner to attend next month to talk more about it.

Member Sommer made a motion, seconded by Member Wilson, to table the item until the next meeting following the business owner's presentation.

MOTION BY VOICE VOTE.

(IX.2.) Discover Ionia Social District

Over the past few months, Director Rice has engaged with various communities that have implemented social districts and conducted research on the requirements for establishing one in downtown Ionia. Director Rice presented "Understanding Social Districts in Michigan", which covered key topics such as the definition of social districts, how they differ from to-go alcohol, associated benefits, and the legal and logistical requirements for municipalities, participating establishments, and customers. The presentation also included proposed district boundaries and common areas, establishment fees, examples from other Michigan communities, and an introduction to the Discover Ionia Social District logo and required marketing materials.

Following the presentation, the board held an open discussion on several related topics, including funding for cup stickers, the need for expanded outdoor seating and sidewalk cafés, safety and environmental considerations of single-use cups, and the potential benefits of a social district for local businesses and future development opportunities.

Member Wilson made a motion, seconded by Poland-Sizemore, to approve the social district concept as presented.

MOTION BY VOICE VOTE.

(IX.3.) Marketing Committee Update

Director Rice provided an update on the progress of the DDA's marketing initiatives. Images have been collected for various marketing materials, with several pieces already completed and additional materials currently in production, expected to be finalized by the end of the fiscal year. The Bulldogs Unleashed project is nearing launch, with several dog sculptures completed by IHS students and the remaining ones scheduled for completion by June. The sculptures will be placed throughout the community beginning the Monday after the last day of school and will be rotated periodically over the summer. The DDA is grateful for the strong support and collaboration from IHS students, staff, and administration. Additionally, it was emphasized that the Discover Ionia webpage should serve as a tool for the DDA Marketing Committee and maintain consistent branding aligned with the City's overall identity.

X. DISCUSSION ITEMS

XI. OTHER

XII. ADJOURNMENT

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

MOTION BY VOICE VOTE.

The meeting was adjourned at 9:12 am.

Respectfully Submitted,

Cassie Rice, Recording Secretary
for Heather Poland-Sizemore, Secretary

EXPENDITURES

PERIOD: April 26th through May 25th

DATE: 5/27/2025

ACCOUNT	Description	5/7/2025	5/21/2025		HANDCHECKS	Total
	PAYROLL	\$ 161,229.44	\$ 164,578.79			\$ 325,808.23
	CITY'S SHARE OF FICA	\$ 11,790.68	\$ 12,046.86			\$ 23,837.54
	PAYROLL TOTAL	\$ 173,020.12	\$ 176,625.65	\$ -		\$ 349,645.77
ACCOUNT	Description	5/1/2025	5/15/2025		HANDCHECKS	Total
101	GENERAL FUND	\$ 192,457.82	\$ 40,848.77			\$ 233,306.59
202	MAJOR STREET	\$ 3,630.00	\$ 158.68			\$ 3,788.68
203	LOCAL STREET	\$ 465.00	\$ 112.42			\$ 577.42
228	SOLID WASTE		\$ 36,111.91			\$ 36,111.91
239	PARKS-FACILITIES IMPROVEMENT	\$ 288,056.25	\$ 2,179.00			
245	INDUSTRIAL PARK					\$ -
249	RECREATION	\$ 5,705.85	\$ 8,517.25			\$ 14,223.10
265	DRUG FORFEITURE					\$ -
266	PUBLIC SAFETY DONATIONS	\$ 1,490.00				\$ 1,490.00
406	SIDEWALK					\$ -
412	ENVIRONMENTAL RESPONSE					\$ -
420	CAPITAL PROJECTS					\$ -
588	DIAL-A-RIDE	\$ 2,605.40	\$ 65,825.29			\$ 68,430.69
590	SEWER	\$ 8,761.79	\$ 7,742.65			\$ 16,504.44
591	WATER	\$ 12,404.21	\$ 17,552.16			\$ 29,956.37
598	IRUA	\$ 30,277.34	\$ 3,567.02			\$ 33,844.36
661	CENTRAL GARAGE (DPW)	\$ 4,046.96	\$ 2,660.10		\$ 75.00	\$ 6,782.06
701	CURRENT TAXES					\$ -
703	PAYROLL CLEARING					\$ -
TOTAL CITY OF IONIA:		\$ 549,900.62	\$ 185,275.25	\$ -	\$ 75.00	\$ 735,250.87

248	DDA	\$ 701.09	\$ 859.75			\$ 1,560.84
250	THEATRE	\$ 7,550.59	\$ 8,148.39			\$ 15,698.98
TOTAL DDA & THEATRE:		\$ 8,251.68	\$ 9,008.14	\$ -	\$ -	\$ 17,259.82

TOTAL OF CHECKS \$ 558,152.30 \$ 194,283.39 \$ - \$ 75.00 \$ 752,510.69

CHECKS OVER \$25,000

DATE	NAME	DESCRIPTON		TYPE	AMOUNT
5/1/2025	EASTON TOWNSHIP	REVENUE SHARING FEB 2025		AP	\$60,331.18
5/1/2025	KATERBERG VERHAGE INC	HALE PARK - PAY #5		AP	\$288,056.25
5/1/2025	PRIORITY HEALTH	MAY 2025 PREMIUMS		AP	\$57,397.63
5/15/2025	GRANGER	DUMP JUNK/CONTAINERS		AP	\$35,993.57
5/15/2025	VIA MOBILITY LLC	INSTALLATION/ANNUAL FEES		AP	\$48,800.00



Monthly Update
May 2025

Operations

- Ionia Dial-A-Ride provided 340 lift equipped services for individuals with disabilities from April 1-30, 2025.
- Ionia Dial-A-Ride provided 3,765 passenger trips and our vehicles logged 12,007 miles from April 1-30, 2025.
- We are currently providing around 71 one- or two-way trips for students for school purposes on a daily basis.
- InVerve Marketing finalized the vehicle wraps for the 2 vans, with installation of the wraps by Dynamic Bus starting next week. Once the wraps are complete we will ramp up marketing and community outreach for the program.
- I recently met with Liftango and the team has the app in the testing phase of functionality and has the operations portal in final testing as well. We are planning operations training beginning the week of June 15th.
- The job postings for additional part-time I-DART drivers and new I-Go drivers are both still live. We received a total of 6 applicants for I-Go so far, one being a current incidental driver for I-DART, and have conducted interviews for the 5 that are not current employees.
- Bi-weekly meetings with KFH Group for the COS and TDP Planning process have continued. The advisory committee met for the first time this month and the feedback was positive. The customer survey went live and we are receiving a great response rate so far. The community survey also went out to community leaders and was posted to the City website and social media. This will be active until July 15th. Next steps will be to plan in person community engagement events.
- The launch date for Via software is still set for end of June for operations and July for the rider app. We've run into a few difficulties with exporting data from PCTrans to the change over, but are working through it as quickly as possible.
- We received 3 bids for the window replacement project, all within range of our estimate and award authorization. The lowest bid was from Central Michigan Building Services and will allow us to replace the greatest number of windows under the current award authorization. I am awaiting final MDOT approval, but should have the go ahead to bring

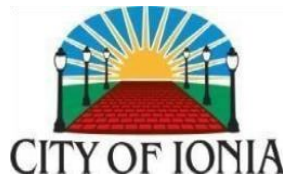
the approval request to council to select CMiBS to replace a total of 13 windows at \$29,359 which will leave some variance for project overrun.

- After council approval, we contracted with Dynamic Bus Ads to do advertising wraps on our vehicles. They are currently working with the Chamber to do a free one side wrap for them and the community to promote the community and also the opportunity to advertise. They are also working with Michigan One to finalize the contract agreement for their advertising.
- I am working through the planning process of launching the service initiatives project of extending full I-DART service into Saranac. We need to bring on the 2 part-time drivers to really be able to fully execute the service within our current demand.
- One of our part-time I-DART drivers moved to a full-time position towards to end of May to help provide some coverage of peak hours in the day.
- I received notification from MDOT that our Mobility Manager application was approved for FY26. This will be a grant funded position beginning October 1, 2025 that will work with consumers and community partners to travel train and facilitate better coordination throughout the service area. They will do outreach, assist riders with learning how to utilize and navigate our transit services, and additional community engagement activities to increase access to all.
- MDOT is requiring agencies to update their Drug & Alcohol Testing Policy to comply with the new Federal regulations in regards to saliva testing. The policy updates have been approved by MDOT and submitted for Council approval at the June meeting.

Respectfully Submitted,

Heidi Wenzel

Heidi Wenzel



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

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

- Parking Parcel Project – identified landmarks to be used, took photos and provided historical information for landmark/wayfinding map
- Continued introductions with businesses in DDA district
- Continued cultivation of Marketing Projects
- Hosted IACC Coffee & Connect
- Co-Hosted Mega Mixer at Olde Stone Porch
- Numerous Apps in for Events: IFF 5k, The Paisley Fig Vendor Market and Ionia Farm Power Parade
- Social District Analysis
- Attended Dog Park Ribbon Cutting

Meetings / Seminars / Webinars:

- Meetings: Council Budget, Regular City Council, City Manager Connections, Legislative Update, Department Head, DDA Board of Directors and Marketing Committee meetings, MiPitch Steering Committee Meeting
- Webinars/Training attended: MDA Lunch and Learn, Leveraging DDAs in Rural Communities, MSU Extension Fiscally Ready Communities: Internal Controls

Theatre hours were increased for numerous special events in recent weeks.

Respectfully submitted,
Cassie Rice, Ionia DDA Director/Assistant Theatre Director

Upcoming DDA Events:

- Mercantile Bank: Fraud Prevention, schedule for June 3, 2025
- City of Ionia Fireworks Display: June 26, 2025



May Report
Ionia Parks and Recreation

Programs

- Tae Kwon Do: Classes are weekly on Tuesdays from 6:15-8:00 PM. Saturdays 1-3pm. Cost is \$35 per month per student. Classes are instructed by Pat Ramos and Kevin Cashen.
- Youth Spring Soccer: Games are Thursdays and June 12th will be the last game. Games and practices are on the front lawn of the Ionia High School. We have around 300 soccer players this spring. 13U age division with 4 teams and 52 players. The 10U division has 8 teams with 120 players. The U8 division has 4 teams with 60 players. The U6 division has 8 teams with 64 players. Ventra is the sponsor at \$2,000.
- Youth T-Ball: We have 4 teams in a 3 and 4 age division and 6 teams in a 5 and 6 age division. We have around 100 T-ball participants. Practices began May 19th and the first games are June 4th. Games are played on Wednesdays at the Harwood Sports Complex and GIYL Field #6 at 5:30 and 6:30pm. Meijer is the Sponsor of Tball at \$1,000.
- Tumbling: Re-opened the tumbling room and tumbling classes since 2020. Classes started April 21st. Classes are once a week for 8 weeks. The cost is \$80 for the 8-week session. Class ages offered are Mommy and me 18 months to ages 3, ages 3-5, and ages 6-9. Alana Moser is our instructor. This first session we had 31 kids sign up.

Upcoming Programs

Summer Day Camp ages 5-12, Registration for Youth Tackle Football 4th -6th grade, Summer Youth Flag Football 3rd -6th grade, Fall Flag Football ages 4 to 3rd grade

Armory Rentals

- Lions Room: May 6th, Michigan Great Lakes Virtual Academy, \$70 paid
- Gymnasium: May 10th, SSPP School Auction, \$235 paid

Park Rentals

- Harper Park Pavilion: May 17th, Saldana Birthday Party, \$42 paid
- Fun Forest Pavilion: May 17th, Vazquez Birthday Party, \$42 paid
- Robinson Pavilion: May 17th, Alcala Birthday Party, \$42 Paid
- Robinson Pavilion: May 25th, Vazquez Birthday Party, \$42 Paid
- Harper Park Pavilion: May 31st, Cupps Birthday Party, \$42 Paid

Program Coordinator Position Highlights

- Working on sponsorships/relationships for upcoming programs
- Put together teams and organizing for 3rd-6th grade Flag Football
- Updating website and Facebook for our department
- Interviews with potential Day Camp counselors
- Planning activities and trips for Day-Camp
- Getting things set with coaches and teams for T-Ball

Submitted by,

Matt Painter

Matt Painter

Director, Parks and Recreation



Corland J McDiarmid
Director

IONIA DEPARTMENT OF PUBLIC SAFETY

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



Kevin C. Heinlein
Deputy Director

May 29, 2025

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

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

- Criminal Sexual Conduct – 4
- Assault – 7
- Larceny or Fraud – 6
- Destruction of Property - 6
- Child Abuse - 3
- Warrant Arrest / Injunctive Order Violation – 11
- Disorderly Conduct – 2
- Hit and Run Crash – 1
- Operating While Intoxicated – 1
- License / Registration / Insurance Violation – 2
- Juvenile Complaint / Curfew – 8
- K-9 Track - 3
- Animal Complaint / Other – 8
- Minor in Possession Alcohol / Vape / Marijuana – 2
- Mental Health Complaints – 6
- Motor Vehicle Accidents – 11
- Parking / Abandoned Vehicle – 9
- Civil Complaints – 33
- Lost / Found Property – 4
- General Assistance – 72

Code Enforcement / Rental Inspections:

- Blight Complaint – 18
- Parking Complaint – 1
- Vehicle Complaint - 20

There were 35 calls for fire service to this point this month and they are listed below:

- Structure Fire – 1
- Vehicle Fire - 1
- Accident With Injury – 3
- Mutual Aid - 2
- Wires Down / Arcing – 10
- CO Alarm or False Fire Alarm – 7
- Other Fires or Related Fire Calls – 5

- Gas Leak – 2
- Smoke Investigation - 4
- Medical Emergencies – 65

We had another significant thunderstorm and tornado event late on May 15th into May 16th. We avoided most of the significant damage, it appears that the strongest winds hit Ionia County just south of the City. We cleared 9-10 wires and/or trees blocking the roadway that night. On May 27th we had a very quick and fortunate fire save at a large 4-unit rental building located at 228 W Washington St. Sergeant Teitsma and Sergeant Lynn were both on duty that day and the first ones through the door. They quickly extinguished the large kitchen fire and saved the other 3 apartments from damage.

IDPS held our biannual firearms training this month. PSO Chris Flanders conducts training and runs officer qualifications with our handguns. Sgt Teitsma conducts training and qualifications with our long guns. PSOs spend approximately 3 hours training on each gun in the spring. We'll conduct a second session of firearms training in the fall.

May is a nice time to go outside and exercise! With that in mind, we conducted our annual fitness test for the PSOs. Officers who successfully pass the MCOLES entry fitness examination receive a bonus for maintaining their health. I'm happy to report that all the officers who attempted that test passed the test.

In 1962, President Kennedy proclaimed May 15 as National Peace Officers Memorial Day and the calendar week in which May 15 falls, as National Police Week. We are fortunate to work in a community that values our officers. Pat Lewis from MI COPS brought us pizza one day from Pizza Hut. Our Administrative Assistant, Lynn Patterson's husband Phil, obtained a food donation from Pinckney Hill Meats. We have two dayshift crews and two nightshift crews here at IDPS. Phill cooked 4 separate meals, a meal for each team.

You will find attached a copy of our statistics for the month of April, 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

May 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	187
Traffic Related Hours	17.5
Patrol Time	603
Court & Prosecutor Office	8
M.F.R. Hours	51
Non-Criminal	304
Report Writing	269
Fleet Manager	36.5
Fire Fighter/ MFR duty	
Fire Service Hours	70.5
Training Hours	105
School Liaison Officer	98.5
D.A.R.E. Hours	0
<u>Total Hours:</u>	1750
<u>Overtime Hours:</u>	130
<u>Total Arrests:</u>	25

Complaints

Criminal Investigation	281
Patrol Originated	20
Follow-up Complaints	82

Other Activity

Property Inspections	417
Liquor Inspections	0
Fire Inspections	4.5

Moving Violations

Parking Violations	1
Traffic Stops	54
O.W.I. Tickets	1
Hazardous Citations	5
Radar Citations	3
License Violations	1
Equipment Violations	1
Seatbelt Violations	0
Registration Violations	7
Insurance Violations	1
Verbal Warnings	46

Fire Runs

City of Ionia	19
Ionia Township	7
Easton Township	4
Mutual Aid	3
M.F.R. Runs	61

Total Fire/Medical Service Runs:

94

Ionia Public Safety- Fire/ Medical Runs

Number	Date	Time	Street	F/M	Type of Call
79	4/1/25	3:46 PM	Heartland Blvd	F	Other Non-Fire Related Calls
80	4/2/25	8:18 PM	E Tuttle Rd	F	False Alarm
83	4/3/25	2:14 PM	E Main St / Cleveland St	F	Wires Down/Arcing
85	4/3/25	5:32 PM	Harrison St	F	Wires Down/Arcing
88	4/4/25	7:30 PM	Bellevue Dr	F	False Alarms
89	4/7/25	2:27 PM	Beardsley Rd	F	False Alarms
95	4/14/25	2:14 PM	E Lincoln Ave	F	Wires Down/Arcing
96	4/16/25	11:25 AM	W Washington St	F	Structure Fires
97	4/16/25	7:56 PM	E Lincoln Ave	F	False Alarms
98	4/17/25	1:35 PM	Railroad St	F	Illegal Burns
99	4/18/25	1:52 PM	E Tuttle Rd	F	False Alarm
101	4/20/25	5:28 PM	Railroad St	D	Structure Fires
102	4/21/25	1:49 PM	High St / Pleasant St	F	Wires Down/Arcing
103	4/21/25	7:35 PM	E Lincoln Ave	F	False Alarms
104	4/23/25	12:32 PM	Yeomans St / Rice St	F	Wires Down/Arcing
107	4/26/25	9:00 AM	Chapman St	F	Wires Down/Arcing
109	4/27/25	11:58 AM	Bellevue Dr Apt 16	F	Other Non-Fire Related Calls
110	4/28/25	4:27 AM	Bellevue Dr	F	False Alarms
111	4/28/25	4:22 PM	High St	F	Wires Down/ Arching
274	4/3/25	6:27 AM	N Jackson St	M	General Sickness
276	4/4/25	1:06 PM	Valley View Dr Apt 124	M	Chest Pain
277	4/4/25	4:54 PM	Forest St	M	Lift Assist to Life
278	4/4/25	5:23 PM	Valley View Dr Apt 103	M	Other Medical
279	4/5/25	12:29 AM	W Main St Apt B	M	Other Medical
280	4/5/25	10:10 AM	Heartland Blvd	M	Falls
281	4/5/25	12:27 PM	W Main St	M	General Sickness
282	4/5/25	2:24 PM	High St	M	Seizure
285	4/6/25	11:57 AM	High St	M	Seizure
286	4/6/25	5:46 PM	Valley View Dr Apt B3	M	Other Medical
287	4/6/25	5:51 PM	N Dexter St	M	Difficulty Breathing
288	4/6/25	7:17 PM	E Lincoln Ave	M	Difficulty Breathing
290	4/7/25	6:36 PM	Pleasant St	M	Lift Assist to Life
291	4/7/25	11:17 PM	Valley View Dr Apt A1	M	Falls
295	4/9/25	1:03 PM	Valley View Dr Apt 108	M	Other Medical
296	4/9/25	6:48 PM	Beardsley Rd	M	Difficulty Breathing
298	4/11/25	7:32 AM	N Johnson Rd	M	Unconscious/Unresponsive
300	4/11/25	12:05 PM	Beardsley Rd	M	Abdominal Pain
302	4/12/25	2:17 PM	Bellevue Dr Apt 13	M	Difficulty Breathing
303	4/13/25	12:56 AM	High St	M	Difficulty Breathing
304	4/13/25	11:27 AM	High St	M	Falls
305	4/14/25	2:52 PM	W Main St	M	Other Medical
307	4/15/25	1:51 PM	Mill St	M	Chest Pain
308	4/16/25	1:00 PM	W Washington St	M	Other Medical
309	4/17/25	6:32 AM	Rich St	M	Falls
310	4/17/25	10:37 AM	Hudson St	M	Falls
311	4/17/25	1:14 PM	N Depot St Apt B6	M	Difficulty Breathing
312	4/17/25	9:25 PM	Bellevue Dr Apt 12	M	General Sickness
314	4/18/25	9:23 AM	Pleasant St	M	Lift Assist to Life

316	4/18/25	3:26 PM	Rice St	M	Possible Stroke
317	4/19/25	4:27 PM	Rich Street	M	Other Medical
319	4/21/25	4:13 PM	Pleasant St	M	Falls
320	4/22/25	6:44 AM	Cleveland St / River Trail	M	Falls
321	4/22/25	6:15 PM	Jones St	M	Other Medical
324	4/24/25	1:26 PM	S Dexter St	M	Falls
329	4/25/25	6:18 PM	Prospect St Apt B	M	Other Medical
332	4/29/29	2:26 PM	N Jackson St	M	Unconscious/Unresponsive
334	4/30/25	10:38 PM	Rich St	M	Other Medical

Ionia Township- Fire/ Medical Runs

Number	Date	Time	Street	F/M	Type of Call
82	4/3/25	5:43 AM	Fourth St / E Bluewater Hwy	F	Accident - Vehicle No Injury
84	4/3/25	4:47 PM	S State Rd	F	Wires Down/Arcing
87	4/4/25	7:50 PM	Generaux Rd	F	Illegal Burning
92	4/11/25	7:05 AM	E Riverside Dr / Cleveland St	F	Other fires
94	4/12/25	8:06 PM	E Riverside Dr	F	Other Fires
106	4/25/25	2:47 PM	Bellevue Dr	F	Wires Down/Arcing
108	4/26/25	1:07 PM	Hillcrest Dr	F	Wires Down/Arcing
289	4/7/25	4:22 AM	Bates Rd	M	Difficulty Breathing
292	4/8/25	9:26 PM	E Riverside Dr / Bugbee Rd	M	Vehicle Accident w/ Injury
294	4/9/25	11:04 AM	Miller St	M	Difficulty Breathing
297	4/10/25	9:05 AM	S State Rd	M	Falls
299	4/11/25	7:42 AM	E Riverside Dr	M	Difficulty Breathing
301	4/11/25	1:31 PM	Kellogg Rd	M	Laceration
306	4/14/25	3:46 PM	Appletree Dr	M	Chest Pain
315	4/19/25	9:19 AM	N State Rd Lot 86	M	Lift Assist to Life
318	4/19/25	11:34 PM	E Bluewater Hwy	M	Difficulty Breathing
322	4/23/25	9:34 PM	N State Rd	M	Chest Pain
323	4/24/25	1:13 PM	S State Rd / Riverside Dr	M	Vehicle Accident w/Injury
326	4/24/25	1:52 PM	E Tuttle Rd Lot 183	M	Falls
327	4/25/25	10:35 PM	W Riverside Dr	M	Difficulty Breathing
328	4/26/25	4:52 AM	N State Rd	M	Difficulty Breathing

Easton Township- Fire/ Medical Runs

Number	Date	Time	Street	F/M	Type of Call
81	4/2/25	2:15 PM	S Johnson Rd	F	CO Alarms/Tests
86	3/30/25	8:32 AM	Turkey Trail / W Main St	F	Accidents PI
91	4/7/25	6:02 PM	W Bluewater Hwy	F	Wires Down/Arcing
100	4/20/25	2:15 PM	Yeomans St Lot 120	F	Gas Leak
275	4/4/25	9:35 AM	N Strong Rd	M	Other Medical
283	4/5/25	10:44 PM	Sayles Rd	M	Falls
284	4/6/25	8:52 AM	Dildine Rd	M	Diabetic
293	4/8/25	7:14 PM	N Bellamy Rd	M	Other Medical
313	4/18/25	2:45 PM	W Fargo St	M	Unconscious/Unresponsive
325	4/24/25	12:36 PM	Dildine Rd	M	Difficulty Breathing
330	4/27/25	9:25 AM	Yeomans St Lot 13	M	Possible Stroke
331	4/27/25	12:36 PM	Euclid Ave	M	General Sickness
333	4/29/25	6:38 PM	Yeomans St lot 162	M	Lift Assist to Life



Department of Public Utilities

Joe Lafler, Director

*Staff: Shannon Courter, Cullen Badder, Abram Butler, Jacob Trierweiler,
Al Helmes, Ryan Masengale, Denis Martindale, Curtis Blair*

May 2025

Produced 45.0 million gallons of water in April 2025

Treated 62.5 million gallons of wastewater in April 2025

DPU

- Responded to 70 work orders, including 29 shut off's for nonpayment.
- Performed 132 MISS DIGS.
- Changed, repaired, or installed 12 water meters.
- Performed 258 Interior waterline inspections.
- DPU staff have completed our weekly generator inspections 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 have been working with FHC on 2024-25 WWTP pump improvements.
- DPU staff will begin working on DMRQA 45 annual proficiency testing.
- DPU staff have completed IPP sampling for MDOC and Ventra Paint Plant.
- DPU staff have completed the upgrade of all emergency exit lights at the WWTP.
- DPU staff have been working to switch clarifiers as part of our spring maintenance program.

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 will begin Summer painting projects at all wellhouses.
- DPU staff have completed our Spring 2025 Hydrant flushing program.
- Peerless Midwest has completed the SWPP update and has submitted it to EGLE for review.



Department of Public Works

*Staff; Geoffrey Petersen, David Cunningham, Griff Lamphere, Christopher Springsteen,
Richard Edwards, Scott Baker, Scott Ruehs, Chris White*

Monthly Report

May 2025

- Turn on water in the parks
- Mow City properties
- Put up and take down senior banners
- Assisted Lyons with a water leak
- Assisted Muir with a storm sewer backup
- Sweep City streets
- Put bark down in DDA and parks
- Repaired park equipment
- Cleaned up downed trees after a storm
- Cut down a tree at Perry Park
- Cleaned up the ball diamond at Harper Park
- Planting flowers in DDA
- Repaired bridge on Fred Thwaites Trail
- Responded to multiple sewer backups

Respectfully submitted,

Geoffrey Peterson, DPW Director



Staff: Cassie Rice, Gary Ferguson, Deb Dzik, Audra Searfoss, Whitney Crooks,
John Jacobsen, Amy Reisbig, Tony Zander, Kelly Reed

Monthly Report

May 2025

- Movies showing 7 days with matinees on Tuesday, Friday, Saturday and Sunday
- Movie research and booking weekly
- Scheduling movies, showtimes and employees
- Weekly programming projectors for on screen advertising, movies and scheduling for automatic playing of shows
- Working with Cassie to train for a successful transition of Theatre duties
- Reporting all movie and events to Michael and Cassie
- The Monday Free Movie with /WION in July will be Never-ending Story
- On Saturday May 28th we had the Violin concert and other than attendance was a wonderful show.
- 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.
- In April we had our health inspection. No Issues
- Fowler Schools will return on June 3rd for an all school movie for Waldron Elementary.
- The 2025 Memorial Day Celebration was held 5/26 and was very well attended and the Theatre provided restrooms and refreshments to the patrons. Also, the cities sound system provided music and announcements.

See you at the Theatre!

Gary Ferguson

IONIA THEATRE MONTHLY REPORT



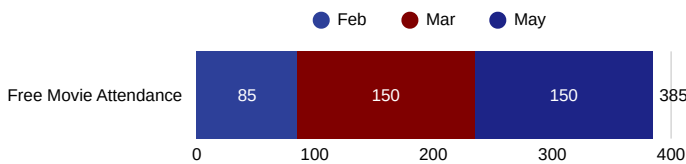
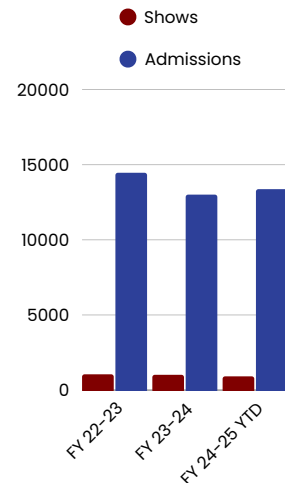
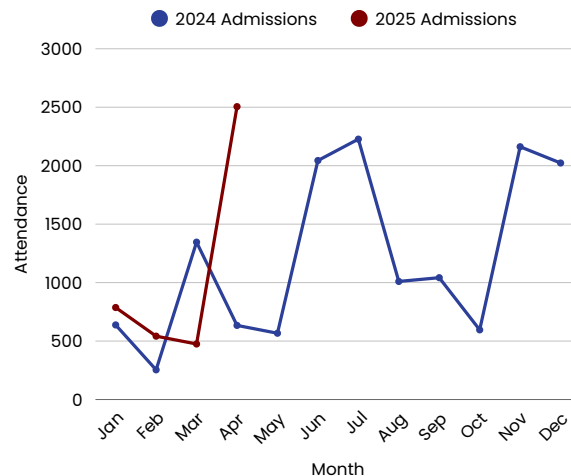
MOVIES PLAYED IN APRIL



BY THE NUMBERS...

MONTHLY SHOWINGS
111
Compared to Last Year +31

MONTHLY ATTENDANCE
2,505
Compared to Last Year +1,871



UPCOMING @ THE THEATRE

EVENTS



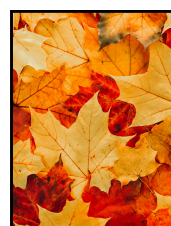
5/17
Performance
Dixon's Violin

5/20
IHS
Class Night

5/26
Parade Popcorn
Sales

6/3
DDA Educational
Event - Fraud
Prevention

6/13-6/14
Cow Pie Classic
Bike Race



6/16
WION Free Movie
Monday

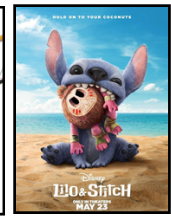
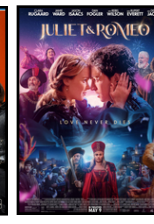
7/9
Hannah Rae and
Shelby Hometown
Concert

7/12
Parade Popcorn
Sales

8/10
Jake Slater - Elvis
Tribute

10/23
Autumn
Celebration

MOVIES



**STARTING
5/2**

**STARTING
5/9**

**STARTING
5/23**

**STARTING
5/23**

ONGOING...

- DDA Monthly Board Meeting
- Session 1 and 2 Day Camp Movie Fridays

IDEAS IN THE WORKS...

- Sensory Showings
- Private Showing Marketing
- Memberships
- Non-Credit Classes
- Basic Sound Rentals
- Popcorn Passes