



CITY OF IONIA
CITY COUNCIL
REGULAR MEETING AGENDA
6:30 PM, Wednesday, September 3, 2025
IONIA CITY HALL - COUNCIL CHAMBERS

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

I. Approval of Agenda

II. Approval of Minutes

1. August 6, 2025 – Regular Meeting

III. Proclamations

1. Proclamation in honor of Gary Ferguson, Theatre Director

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 License Agreement for the Wellhouse #5 Property
Action Required – Decision on the proposed license agreement for the Wellhouse #5 property.

VI. Communications

1. *Action Required* – City Ward Boundary Line Adjustment

VII. City Manager's Report

1. *Action Required* – Introduction and First Reading - Ordinance No. 596 - An Ordinance to Amend Chapter 1612 - Emergency and Fire Services Response Cost Recovery
2. *Action Required* – Introduction and First Reading - Ordinance No. 597 - An ordinance to zone Parcel #34-204-800-000-005-13 into the T - Technology Innovation Business District
3. *Action Required* – Purchase Agreement - Steele Street Park, Phase II Parking Lot
4. *Action Required* – Armory Building Shingle Replacement Project

5. *Action Required* – IDART Bus Replacement Project
6. *Action Required* – Fiber Optic Switch Replacement Project
7. *Action Required* – Rate Change - Foster, Swift, Collins & Smith, PC
8. *Action Required* – MERS Service Credit Purchase Request - Edwards

VIII. Appointments

1. Ionia Community Library Board of Trustees

IX. City Department Reports and Minutes from Boards and Commissions

1. Accounts Payable
September 4 - Councilmember Millard and/or Councilmember Cowling
September 18 - Councilmember Starr and/or Councilmember Lee
2. August Reports & Minutes

X. Good of the Order/ City Councilmember Comments

XI. Closed Session -None

XII. Adjournment



**CITY OF IONIA
CITY COUNCIL
REGULAR MEETING MINUTES
6:30 PM, Wednesday, August 6, 2025
IONIA CITY HALL - COUNCIL CHAMBERS**

CALL TO ORDER

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

PLEDGE OF ALLEGIANCE

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

ROLL CALL

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

Councilmember Starr made a motion, seconded by Councilmember Winters, to excuse Councilmember Tim Lee's absence.

MOTION CARRIED BY VOICE VOTE.

I. APPROVAL OF AGENDA

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

MOTION CARRIED BY VOICE VOTE.

II. APPROVAL OF MINUTES

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

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

MOTION CARRIED BY VOICE VOTE.

III. PROCLAMATIONS

(III.1.) Proclamation Celebrating the Grand Reopening of Hale Park

Proclamation Celebrating the Grand Reopening of Hale Park

WHEREAS, public parks are a cornerstone of vibrant communities, providing spaces for recreation, connection, and the enjoyment of residents and visitors of all ages; and

WHEREAS, Hale Park, located at the northeast corner of Division Street and Lincoln Avenue, has long served as a gathering place for the community; and

WHEREAS, in recognition of the park's importance, the City of Ionia undertook a major renovation to update and improve Hale Park, resulting in a revitalized outdoor space featuring off-street parking, a modern playground, a picnic pavilion, renovated restrooms, and upgraded basketball courts; and

WHEREAS, this transformative project was made possible through the support of a \$382,000 Land and Water Conservation Grant, which was matched by \$497,802 in City funds; and

WHEREAS, the reopening of Hale Park represents the City's continued investment in enhancing quality of life, promoting healthy lifestyles, and fostering community pride; and

WHEREAS, the City of Ionia recognizes the efforts of the City staff, contractors, and community partners who contributed to the successful completion of this project;

NOW, THEREFORE, BE IT PROCLAIMED, that I, John Milewski, Mayor of the City of Ionia, do hereby declare Tuesday, July 29, 2025, as a day of celebration for the grand reopening of Hale Park to honor this renewed space and the shared commitment to creating a vibrant future for our community.

IV. PUBLIC COMMENTS

None.

V. PUBLIC HEARINGS AND ASSOCIATED ACTION

(V.1.) Public Hearing to receive comments on Ordinance No. 595 - An ordinance to amend Chapters 606, 804, 1020 and 1062 regarding alcoholic beverages

Mayor Milewski opened the public hearing for comments on Ordinance No. 595 at 6:36 PM and subsequently closed the public hearing at 6:37 PM following no public comments.

Councilmember Cook made a motion, seconded by Councilmember Millard, to conduct a second reading and adopt Ordinance No. 595 to amend Part Six, Chapter 606, Section 606.01 entitled "Open Containers"; Part Eight, Title Two, Chapter 804 entitled "Sidewalk Cafés"; Part Ten, Title Two, Chapter 1020, Section 1020.17 entitled "Parades and Promotions; Closure of Streets"; and Part Ten, Title Six, Chapter 1062, Section 1062.13 entitled "Alcoholic Beverages" of the Codified Ordinances of the City of Ionia.

Roll Call Vote:

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

Nays: None

Abstentions: None

MOTION CARRIED

**CITY OF IONIA
IONIA COUNTY, MICHIGAN
Ordinance No. 595**

AN ORDINANCE TO AMEND PART SIX, CHAPTER 606, SECTION 606.01 ENTITLED “OPEN CONTAINERS”; PART EIGHT, TITLE TWO, CHAPTER 804 ENTITLED “SIDEWALK CAFES”; PART TEN, TITLE TWO, CHAPTER 1020, SECTION 1020.17 ENTITLED “PARADES AND PROMOTIONS; CLOSURE OF STREETS”; AND PART TEN, TITLE SIX, CHAPTER 1062, SECTION 1062.13 ENTITLED “ALCOHOLIC BEVERAGES” OF THE CODIFIED ORDINANCES OF THE CITY OF IONIA.

THE CITY OF IONIA HEREBY ORDAINS:

Section 1. Amendment of Section 606.01.

That Part Six, Chapter 606, Section 606.01 entitled “Open Containers” of the Codified Ordinances of the City of Ionia, is amended to read in its entirety as follows:

606.01 OPEN CONTAINERS.

(a) Transportation or Possession in Vehicles. No person shall transport or possess any alcoholic liquor in a container which is open or uncapped, or upon which the seal is broken, within the passenger compartment of a vehicle on any street or highway. If the vehicle does not have a trunk or compartment separate from the passenger compartment, a container which is open, uncapped, or upon which the seal is broken, shall be encased or enclosed. This section shall not apply to any chartered passenger vehicle licensed by the Michigan Public Service Commission.

(b) Possession in Other Places. No person shall be inside or outside of a motor vehicle upon any public park, grounds or street, or upon any vacant land not owned by such person, in any parking lot, or in any non-residential building (other than a bar, tavern or eating establishment which has been duly licensed by the State of Michigan for serving alcoholic beverages for consumption on the premises), having in such person's possession an open receptacle or container containing any alcoholic beverage, except as follows:

(1e) Special Permit. ~~This section shall not apply to any~~ Any person who is a participant in an event for which a special permit for alcohol possession or consumption has been issued by the City Manager, pursuant to Section 1062.07, Section 1020.17, or similar section. A "participant" is a person who has been invited to the event for which a special permit for alcohol possession or consumption has been issued, is allowed on the property ~~which that~~ is subject to the special permit for the purpose of attending the event, or is associated with the individual, club, organization or association ~~which that~~ received the special permit. ~~A p~~Participant shall not include any person who has been asked to leave the event by the club, organization or association ~~which that~~ received the special permit; or-

(2) Social District. Any person who possesses or consumes alcoholic beverages within a designated area within the boundaries of the City's established Social District, and such activity complies with all applicable provisions of state law, the rules and regulations of the Michigan Liquor Control Commission, and the City's approved Social District Marketing, Management, and Maintenance Plan.

Section 2. Amendment of Chapter 804.

That Part Eight, Title Two, Chapter 804 entitled “Sidewalk Cafés” of the Codified Ordinances of the City of Ionia, is amended to read in its entirety as follows:

CHAPTER 804 Sidewalk Cafés

- 804.01 Definitions.
- 804.02 Licensing required.
- 804.03 Licensing procedure.
- 804.04 General standards.
- 804.05 Operating standards.
- 804.06 Revocation.
- 804.99 Penalty.

804.01 DEFINITIONS.

Unless the context specifically indicates otherwise, the meanings of the terms used in this chapter shall be as follows:

- (a) "City manager" shall mean the City Manager of the City or his or her designee.
- (b) "Sidewalk" shall mean the paved surface provided for the exclusive use of pedestrians in the public right-of-way and situated between and extending from any building to the curb of any street (excluding therefrom any unpaved area).
- (c) "Sidewalk café" shall mean an outdoor dining area located on a public sidewalk that is public through an easement, dedication, or right-of-way; that provides wait staff service or counter service; that contains readily removable tables and chairs. It is unenclosed by fixed walls and is open to the air, except that it may have umbrellas.
- (d) "Sidewalk café district" shall mean the area in which a business owner may operate a sidewalk café. The district shall consist of Depot Street (Adams Street to Washington Street); Kidd Street (Adams Street to Washington Street); Main Street (Dexter Street to Kidd Street); and, Steele Street (Adams Street to Washington Street).
- (e) “Social District” shall mean a geographic area designated by the City Council in which multiple licensed establishments (e.g., bars, restaurants) with Social District Permits, as required by the Michigan Liquor Control Commission, may sell alcoholic beverages in specially marked containers to be consumed within a contiguous commons area.

804.02 LICENSING REQUIRED.

No person shall operate a sidewalk café within the City without first obtaining a sidewalk café license and satisfying all of the requirements of this chapter.

804.03 LICENSING PROCEDURE.

- (a) The City Manager is authorized to issue a revocable seasonal license to operate a sidewalk café within the sidewalk café district, provided the applicant has complied with the standards set forth in this chapter.

(b) The applicant must ~~hold a valid business license at the time of applying for a sidewalk café license~~ ~~and~~ be licensed as a food service establishment in accordance with Public Act 92 of 2000, as amended from time to time, and other applicable sState and county food service licensing requirements prior to applying for a sidewalk café license.

(c) Before issuing a license, the City Manager shall confirm with the City Treasurer and County Treasurer that the applicant is up-to-date with all income tax, personal property tax and real property tax payments.

(d) The seasonal license shall permit operation of a sidewalk café from April 1 up to and including October 31 of any calendar year. A license may also be issued for less than a full season or for a stipulated number of operating days.

(e) The fees for a license, if any, shall be those fees set by the City Council by resolution or ordinance from time-to-time. If a fee is established, no license shall be issued until all fees have been paid.

(f) The applicant shall indemnify and hold harmless the City against loss, including costs and expenses, resulting from injury to person(s) or property occurring on the premises occupied by the café. The applicant shall provide a certificate of insurance as evidence of the required policy to the City, and name the City as an additional named insured, in the amount of not less than one million dollars (\$1,000,000).

(g) Application and site plan.

(1) No sidewalk café shall be established on public property except in conformance with a site plan approved by the City Manager.

(2) The application for a sidewalk café license ~~which~~ shall at minimum include the following:

- A. Name of the individual and business;
- B. Address of the sidewalk occupancy;
- C. ~~Property owner~~ information, if other than applicant (~~if not the owner~~, written authorization for submitting the application from the property owner is required);
- D. Dates and hours of occupancy;
- E. Dimensions and area of occupancy (in square feet);
- F. Indication if the application is a new application or a renewal.

~~(3) A sidewalk café site plan which shall contain such information as:~~

(h) Prior to acting on an application, the City Manager shall solicit the input of the ~~Community Development Director~~, DDA Director, Public Safety Director, Public Works Director and any other City staff determined necessary. Upon ~~receiving~~soliciting input, the City Manager may approve, approve with conditions, refer the application back to the applicant for modification, or deny the request. If the application is denied, the applicant may appeal the denial in writing to the City Council within 14 days of the denial.

(i) Sidewalk café licenses may be renewed for additional seasons subject to review by the City Manager.

804.04 GENERAL STANDARDS.

- (a) The sidewalk café shall not reduce the pedestrian travel area of any sidewalk to less than that required by the Americans with Disabilities Act. The pedestrian travel area shall not include trees, benches, bushes, walls, fire hydrants, tree grates or any other fixture permanently located within the right-of-way.
- (b) The sidewalk café shall not impede on a fire hydrant, utility box, or other public service facility.
- (c) Sidewalk cafés shall only be located adjacent to the establishment with which they are associated.
- (d) Furnishings of a sidewalk café shall be limited solely to umbrellas, chairs, tables and trash containers within the permitted area. All objects shall be of quality construction and design to ensure the safety and convenience of users and to enhance the visual and aesthetic quality of downtown. No furnishings shall be attached to the sidewalk, street trees, light pole or any structure.
- (e) Furniture or other items used in connection with the sidewalk café shall be placed on the sidewalk no more than thirty minutes prior to the opening of the business and shall be removed within thirty minutes after the closing of the business.
- (f) Signs, banners, flags, pennants, balloons, blow-ups or other similar decorations or advertising devices are prohibited. Umbrellas may contain the name of the business or other advertising so long as the product being advertised is utilized by the business.
- (g) All food preparation shall be performed inside the business. No outside storage of food is permitted including hot or cold buffet tables.
- (h) Sidewalk café areas shall remain clear of litter, food scraps, and soiled dishes at all times. The business shall clean the entire area of encroachment and all other adjacent sidewalk areas by removing debris and trash, and sweeping and washing the sidewalk each day.
- (i) Operation of a sidewalk café shall not adversely impact adjacent or nearby residential, religious, educational or commercial properties, and shall be operated in accordance with all applicable codes and regulations.
- (j) Electric powered lights shall not be used for the sidewalk café. The use of tabletop candles is permitted.
- (k) Music, either acoustical or via external building speakers, is permitted but shall be kept at such a level so as to not interfere with the activities of neighboring businesses or residences. Music shall also be kept at such a level as to comply in all respects with the provisions of other applicable ordinances.

804.05 OPERATING STANDARDS.

- (a) ~~SAll~~ sidewalk cafés shall not begin sales or service before 6:00 a.m. ~~each morning~~ and shall cease sales or service by ~~9:00~~ 10:00 p.m. ~~each night~~.
- (b) ~~Alcohol shall not be sold or consumed at a sidewalk café.~~ Alcohol Sales, Service and Consumption:
 - (1) A restaurant/bar establishment with a sidewalk café may sell and serve alcohol at a sidewalk café if that area is within the scope of the establishment's Michigan Liquor Control Commission liquor license for on-premises sales and consumption.

~~(2) A restaurant/bar establishment with a sidewalk café that is not within the scope of the establishment's Michigan Liquor Control Commission liquor license for on premises consumption, may not sell or serve alcohol at the sidewalk café. However, if such sidewalk café is located within the City's designated Social District, establishments with liquor licenses may sell alcohol from inside the premises for customers to remove the alcohol from the premises to be consumed in the Social District's commons area.~~

~~(c) The sidewalk café permit for each business shall be prominently displayed and displayed in a location which shall be viewed easily available for inspection~~ by the general public.

~~(d) The business shall not serve food or beverage to a patron at a sidewalk café unless that patron is seated at a table. "To go" service shall not be covered by this prohibition.~~

804.06 REVOCATION.

~~(a) The City Manager shall be authorized to revoke a sidewalk café license granted per this chapter if the City Manager determines that, in his or her reasonable discretion, revocation of the license is in the best interests of the general health, safety, and welfare of the city residents or if with or without just cause or explanation upon the recommendation of any of the City departments that participated in the license review process makes the same determination and recommends that the City Manager revoke the license. The City Manager may also revoke a sidewalk café license or for non-payment of fees or charges owed to the City or County. All revocations under this section shall be in writing with the reasons set forth therein and issued to the license holder.~~

~~(b) Upon revocation of a license, the licensee shall immediately cease operation or any use of the encroachment upon written or oral notice by the City Manager or his or her representative. All furnishings and fixtures shall be immediately removed from the sidewalk café.~~

~~(c) The licensee may appeal the revocation to the City Council within 14 days of the revocation, however, until action is taken by the City Council regarding the appeal the license shall remain revoked.~~

804.99 PENALTY.

Any person who operates a sidewalk café outside of the sidewalk café district, or any person who operates a sidewalk café within the sidewalk café district without a license or who violates any of the standards or operating provisions contained in this chapter shall be ~~responsible for~~ ~~guilty of~~ a municipal civil infraction, punishable per the provisions of Section 202.99 of these Codified Ordinances. A second violation event within the license period shall result in the immediate termination of the license agreement for the remainder of the license period.

Section 3. Amendment of Section 1020.17.

That Part Ten, Title Two, Chapter 1020, Section 1020.17 entitled "Parades and Promotions; Closure of Streets" of the Codified Ordinances of the City of Ionia, is amended to read in its entirety as follows:

1020.17 PARADES AND PROMOTIONS; CLOSURE OF STREETS.

(a) Any person, individual, club, organization or association (the “applicant”) seeking to hold a parade or other promotional event (the “event”) on any “street,” as that term is defined in this Chapter, shall notify the City and receive a permit for such event. The applicant shall provide the necessary information for justifying closure of a street or streets with the final action subject to approval by the City Manager. In the case of major streets, closure shall be limited and emergency access provided to abutting properties at all times.

(b) In addition to the requirements of Subsection (a), above, an applicant ~~that intends~~ to allow ~~participants to possess or consume~~ the sale or consumption of alcoholic beverages outside of the City’s Social District, during the event, must file an application for a “special permit,” ~~as required under Section 606.01(e)~~, with the Director of Public Safety, and pay an additional application fee at City Hall, as established from time to time by the City Council. The application for the special permit must provide the following ~~designate, among other~~ information, (1) the expected number of participants, (2) the hours during which alcoholic beverages will be served during the event, (3) the hours during which alcoholic beverages will be allowed to be possessed or consumed during the event, and (4) the methods used to prevent possession or consumption by minors and non-participants. The Director of Public Safety shall then submit a recommendation regarding the approval of the application for the special permit to the City Manager. Upon receipt of the application and recommendation, the City Manager may approve or deny the special permit. ~~No special permit shall be issued for possession or consumption of alcoholic beverages having a higher alcoholic content than that of beer or wine.~~ In addition to the application fee, the City Manager may require reimbursement for law enforcement and other City services related to the event. The method of collecting and calculating this fee shall be described in the special permit. All events approved for a special permit under this subsection must comply with all permitting requirements and rules and regulations of the Michigan Liquor Control Commission.

If an event does not receive a special permit for alcohol, the possession and consumption of any alcoholic beverages must occur within the designated area within the boundaries of the City’s established Social District, and such activity must comply with all applicable provisions of state law, the rules and regulations of the Michigan Liquor Control Commission, and the City’s approved Social District Marketing, Management, and Maintenance Plan.

(c) If an application for a permit or special permit submitted under this section is denied by the City Manager, within 14 days of the denial, the applicant may appeal to the City Council, which shall have ultimate authority for issuance.

Section 4. Amendment of Section 1062.13.

That Part Ten, Title Six, Chapter 1062, Section 1062.13 entitled “Alcoholic Beverages” of the Codified Ordinances of the City of Ionia, is amended to read in its entirety as follows:

1062.13 ALCOHOLIC BEVERAGES.

~~No person shall possess or consume alcoholic beverages in a park at any time, unless he or she is a participant in an event for which an individual, or a club, organization or association has received a special permit for alcoholic possession or consumption, as described in Section 1062.07, or similar ordinance. “Participant” is defined in Section 606.01 of this Code of Ordinances.~~

No person shall possess or consume any alcoholic beverage in a City park, except as follows:

(a) The individual is a “participant,” as defined in Section 606.01, in an event for which an individual, or a club, organization or association has received a special permit for alcoholic possession or consumption, as permitted in this Code of Ordinances, and such possession or consumption complies with all applicable provisions of state law, the rules and regulations of the Michigan Liquor Control Commission; or

(b) When the possession and consumption of alcoholic beverages occurs within a designated area of a City park that lies within the boundaries of the City’s established Social District, and such activity complies with all applicable provisions of state law, the rules and regulations of the Michigan Liquor Control Commission, and the City’s approved Social District Marketing, Management, and Maintenance Plan.

Section 5. Repealer

That all ordinances and parts of ordinances in conflict herewith are repealed to the extent of such conflict.

Section 6. Severability.

Should any section, portion or part of this Ordinance be declared to be invalid by a court of competent jurisdiction, such declaration does not void or render inoperable any other part of this Ordinance.

Section 7. Publication and Effective Date

The City Clerk shall cause a notice of adoption of this ordinance to be published. This ordinance shall take effect immediately upon publication of a summary thereof as permitted by law, along with the date of its adoption, in the *Daily News*, a newspaper of general circulation in the City.

VI. COMMUNICATIONS

(VI.1.) Request from Restore Church for street closure with mobile food vending unit for "Back to Church Pancake Breakfast" - September 21, 2025

Councilmember Starr made a motion, seconded by Councilmember Cowling, to approve the application for street closure with mobile food vending units, for September 21, 2025, in conjunction with the Back to Church Pancake Breakfast, contingent upon staff final approval.

Roll Call Vote:

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

Nays: None

Abstentions: None

MOTION CARRIED

VII. CITY MANAGER'S REPORT

(VII.1.) Final Site Condominium Review for the Homes of Heritage Row Condominiums Located at 520 E. Washington Street

City Manager Garland presented the Homes of Heritage Row Condominium project located at 520 E. Washington Street for a final site condominium review by City Council. The site plan, Master Deed, Bylaws, and a review of the applicable standards from the City's Planning Consultant were provided. Garland indicated that the Ionia Planning Commission recommended the project for approval by City Council with a number of conditions which she described.

Patrick Kapenga and David Bengston of Ionia Development Co, LLC answered questions from Councilmembers regarding the proposed development of 14 single-family homes.

Councilmember Winters made a motion, seconded by Councilmember Waterman, to approve the final site condominium plan for the Homes of Heritage Row Condominiums for 520 E. Washington Street, based on the findings that the proposed use and plan comply with Chapter 1272 Site Condominiums and Chapter 1224 Preliminary Plat Application and Review Procedures of the City of Ionia Code of Ordinances, as detailed and discussed, subject to the following conditions and approval by staff of all outstanding items.

1. The owner shall install one deciduous street tree in the parkway in front of each unit along E. Washington Street and shall do the same or preserve the existing street trees located along Lafayette Street. The trees must be at least a 2-inch caliper in trunk diameter at the time of planting and be maintained to ensure that any dead or dying trees are promptly replaced, as appropriate.
2. All damaged City sidewalks will be replaced to City specifications and approved by the City.
3. The applicant must finalize the Master Deed with the City Attorney after final site condominium approval review by the City Council. The City Attorney must approve the Master Deed before the applicant files it at the Ionia County Register of Deeds. It shall include the updated final site plan as Exhibit B in the Master Deed Document.
4. All approvals from any other local, state, or federal approving agencies must be received before the finalization of the condominium.
5. Coordination with the City of Ionia Department of Public Utilities regarding the abandonment of the water main crossing the western portion of the property.
6. Recording of the Condominium with the County Register of Deeds.

Roll Call Vote:

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

Nays: None

Abstentions: None

MOTION CARRIED

(VII.2.) Release of the City of Ionia Master Plan for 63-day Public Review Period

Councilmember Starr made a motion, seconded by Councilmember Winters, to release the provided City of Ionia 2025-2030 Master Plan for the required 63-day public review period.

Roll Call Vote:

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

Nays: None

Abstentions: None

MOTION CARRIED

(VII.3.) Schedule Public Hearing - License Agreements regarding Wellhouse #5 Property
City Manager Garland explained that City staff have been made aware of encroachments on the Wellhouse #5 parcel by surrounding private property owners. She presented a license agreement prepared by the City Attorney for City Council's consideration.

Councilmember Winters made a motion, seconded by Councilmember Millard, to schedule a public hearing on Wednesday, September 3, 2025, at 6:30 PM for the purpose of receiving comments on the proposed Wellhouse #5 license agreement.

Roll Call Vote:

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

Nays: None

Abstentions: None

MOTION CARRIED

(VII.4.) Fishbeck Engineering Professional Services Agreement

Mayor Milewski made a motion, seconded by Councilmember Cook, to approve the Fishbeck Engineering Professional Services Agreement and hourly rate schedule effective June 8, 2025, with the 4% discount to the City as noted.

Roll Call Vote:

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

Nays: None

Abstentions: None

MOTION CARRIED

(VII.5.) Hot Patch Trailer Replacement Project

Councilmember Winters made a motion, seconded by Councilmember Millard, to approve the purchase of a new Two-Ton Roadsaver Asphalt Trailer, Non-Dumping (2TRS) model from Spaulding Mfg. Inc. of Saginaw, Michigan for the MI-DEAL price of \$36,179, less the offered \$2,000 trade-in, resulting in a net purchase price of \$34,179.

Roll Call Vote:

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

Nays: None

Abstentions: None

MOTION CARRIED

(VII.6.) Sidewalk Replacement Project Bids

Councilmember Cook made a motion, seconded by Councilmember Cowling, to accept the bid from Distinctive Concrete LLC from Jenison, Michigan for the 2025 Sidewalk Improvement project, which will be paid in accordance with Resolution 2025-10 (75% homeowner/25% City of Ionia).

Roll Call Vote:

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

Nays: None

Abstentions: None

MOTION CARRIED

(VII.7.) MML Workers Compensation Fund - Trustee Election

City Manager Garland presented the following candidate list for Council's consideration to the MML Workers' Compensation Fund Board of Trustees.

Candidate	Title	Municipality
Brian Boggs	City Councilmember	City of Durand
Maureen Donker	Mayor	City of Midland
Craig Stolsonburg	Village Manager	Village of Middleville
Deborah Stuart	City Manager	City of Mason

Councilmember Winters made a motion, seconded by Mayor Milewski, to cast a ballot for all nominated Trustee candidates, as listed above, to serve on the MML Workers' Compensation Fund for a four (4) year term beginning October 1, 2025.

Roll Call Vote:

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

Nays: None

Abstentions: None

MOTION CARRIED

(VII.8.) MML Annual Meeting - Designation of Voting Delegates

Councilmember Starr made a motion, seconded by Councilmember Waterman, to designate Mayor John Milewski as its voting delegate and City Manager Precia Garland as alternate voting delegate on behalf of the City of Ionia, for purposes of participating in the MML Annual Meeting, to be held on September 17.

Roll Call Vote:

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

Nays: None

Abstentions: None

MOTION CARRIED

VIII. APPOINTMENTS

None.

IX. CITY DEPARTMENT REPORTS AND MINUTES FROM BOARDS AND COMMISSIONS

(IX.1.) Accounts Payable

August 7 - Councilmember Winters and/or Councilmember Cook

August 21 - Councilmember Patrick and/or Councilmember Waterman

(IX.2.) July Reports & Minutes

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

X. GOOD OF THE ORDER/ CITY COUNCILMEMBER COMMENTS

City Clerk Jonathan Bowman: Announced upcoming Election Commission meetings related to the November 4, 2025, election.

City Manager Precia Garland: Commented on summer going by too quickly.

Tom Millard: (1) Reminded everyone of the Commission on Aging's Elvis event on August 10; (2) Mentioned the upcoming Triple J Car Show at the Fairgrounds on August 16; (3) Commented that he was heading to Mississippi to meet his great-grandson.

Jeff Winters: Thanked City Manager Garland for the work associated with the improvements to Hale Park.

Mary Patrick: Commended City staff for all the projects going on for the City.

Brenda Cowling: Commented that she is happy to have her daughter visiting her.

Mayor John Milewski: (1) Noted that school starts August 20; (2) Announced that a soft-launch of the Discover Ionia Social District would be coming soon, due to the faster-than-expected state approval.

XI. CLOSED SESSION

None.

XII. ADJOURNMENT

Councilmember Millard made a motion, seconded by Councilmember Starr, to adjourn.

MOTION CARRIED BY VOICE VOTE.

The meeting was adjourned at 7:21 PM.

Respectfully Submitted,

Jonathan T. Bowman
Ionia City Clerk



***Proclamation Honoring Gary Ferguson
September 3, 2025***

WHEREAS, Gary Ferguson has served the City of Ionia as Director of the historic Ionia Theatre since January 7, 2008, bringing passion, professionalism, and dedication to preserving and enhancing this cherished community landmark; and

WHEREAS, Gary, born and raised in Ionia, graduated from Ionia High School in 1969, and went on to serve our nation in the Michigan Army National Guard from 1970 to 1976 as an aircraft electrician; and

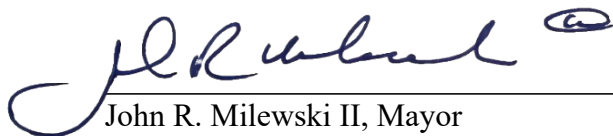
WHEREAS, Gary has devoted more than 40 years to the preservation and growth of the Ionia Theatre, beginning in 1985 as a member of the Steering Committee that helped save the historic landmark, serving multiple terms as both President and Vice President of the Ionia Theatre Association, and ultimately as Theatre Director from 2008 to 2025; and

WHEREAS, under his leadership, Gary oversaw significant renovations and upgrades, organizing volunteers, booking films and live entertainment, and ensuring that the Theatre remained a vibrant cultural hub for the community; and

WHEREAS, Gary's contributions extended beyond the Theatre, including his assistance to the City with maintaining the Fred Meijer Grand River Valley Rail Trail Pedestrian Bridge lighting system and the downtown sound system, further showing his dedication to improving the quality of life in Ionia; and

WHEREAS, after 17 years as Theatre Director and more than four decades of involvement, Gary will retire from his role and embark on a new journey; and

NOW, THEREFORE, BE IT PROCLAIMED that I, John R. Milewski, Mayor of the City of Ionia, do hereby recognize and honor Gary Ferguson for his outstanding service, his commitment to the Ionia Theatre, his contributions to the cultural life of our community, and his legacy of civic involvement. With profound appreciation for his many years of service, the City of Ionia expresses its gratitude and extends best wishes to him for a joyful and fulfilling retirement.



John R. Milewski II, Mayor
City of Ionia

CITY OF IONIA
STAFF REPORT FOR COUNCIL AGENDA ITEM

Agenda Item: V.1

TO: Mayor Milewski and Councilmembers

FROM: Precia Garland, City Manager

DATE: September 3, 2025

RE: Public Hearing to receive comments on the proposed License Agreement for the Wellhouse #5 Property

Background:

Recently, a complaint regarding a dead tree prompted the City to perform a survey to determine if the tree was located on private or City property. The City property in question is the Fargo Street parcel upon which Wellhouse #5 is also located. Staking of the property boundary revealed the tree to be located on City property. It also revealed numerous encroachments on the Wellhouse #5 parcel by surrounding private property owners. These various encroachments are shown on the map that follows this communication.

Protection of the City's drinking water source is of the utmost importance to all the residents of the City of Ionia. For that reason, the City has inspected all private property owner encroachments that currently exist on the Wellhouse #5 parcel. No current, problematic uses were identified, other than private usage of wellhouse property is occurring without the City's permission and without proper liability insurance coverage. To maintain proper isolation boundaries required for wellhead protection, the City also has no interest in selling any portion of the existing Wellhouse #5 parcel.

To ensure no problematic uses develop and that permission is formally granted by the City in exchange for proper liability insurance coverage, a model license agreement was prepared, which also follows this communication. The license agreement permits continued use of the existing private property owner encroachment for no fee on the Wellhouse #5 parcel, with the following, core stipulations:

1. Private use of City property will be limited to lawn, recreation or gardening/agriculture purposes only.
2. No privately-owned structures will be allowed for construction or placement on the City property.
3. No trees may be planted on City property without prior City approval.
4. Private property owners must list the City as an additional insured on their homeowner's insurance policy.
5. Private property owners agree to maintain the licensed area at their expense in exchange for its use.
6. The City may revoke the license agreement at its sole discretion with written or verbal

notice.

Before action is taken by City Council, the scheduled public hearing must be conducted. Letters (see attached draft) were sent to all affected private property owners, notifying them of the proposed license agreement and the public hearing. If the proposed license agreement is approved by City Council, it will be customized in accordance with each private property owner's encroachment. Private property owners who refuse to sign a license agreement will be prohibited from further use of the City's property.

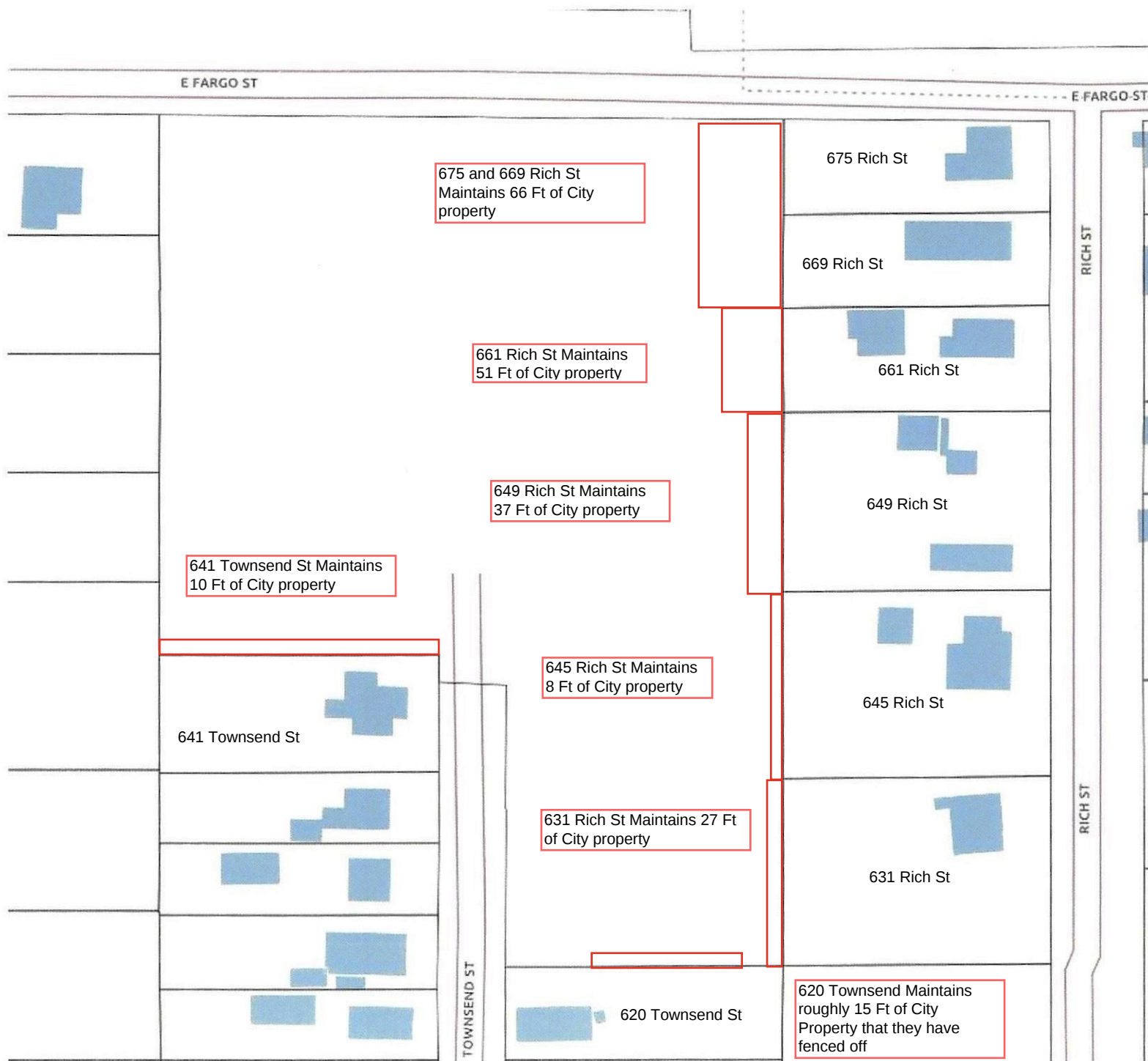
Requested Action / Motion:

Following the public hearing, it is requested the Ionia City Council consider a motion to approve the license agreement regarding the Wellhouse #5 property and direct staff to execute license agreements with each property owner encroaching on the property.

Motion By:

Seconded By:

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



LICENSE AGREEMENT FOR USE OF CITY PROPERTY

THIS LICENSE AGREEMENT FOR USE OF CITY PROPERTY (the “Agreement”) is made on this ____ day of, _____ 2025, (“Effective Date”) by and between the City of Ionia, a Michigan municipal corporation whose address is 114 N Kidd St, Ionia, Michigan 48846 (the “City”), and _____, whose address is _____ (the “Licensee”).

RECITALS

- A. The City owns a parcel of real property located at _____, which is more specifically described on the attached **Exhibit A** (the “City Property”).
- B. The Licensee owns a parcel of real property adjacent to the City Property and currently uses a portion of the City Property, depicted in **Exhibit B** (the “Licensed Premises”), to extend the Licensee’s residential lawn and/or for landscaping or similar activities. The size and/or scope of the Licensed Premises is _____.
- C. The Licensee desires continued access to the Licensed Premises to engage in uses or activities that are consistent with the Licensee’s current use of such property.
- D. The City is willing to grant the Licensee a license to access and use the Licensed Premises, subject to the terms and conditions set forth in this Agreement.

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged by the parties, it is agreed as follows:

TERMS AND CONDITIONS

- 1. Recitals. The above Recitals are affirmed as correct and are hereby incorporated into the terms of this Agreement.
- 2. License. The City grants the Licensee a non-exclusive, revocable license (the “License”) to enter upon, access, and use the Licensed Premises, subject to the conditions set forth in this Agreement. The Licensee understands and agrees that the License is granted and can be revoked in the City’s sole discretion. Additionally, the Licensee acknowledges that the License does not convey any property rights and that the City shall retain full legal ownership and control of the Licensed Premises.
- 3. Term. This Agreement and the License granted herein shall take effect on the Effective Date. Termination of the Agreement and License is governed by Section 6 below.
- 4. Conditions. The License is subject to and conditioned upon the following:
 - a. The Licensee’s access and use of the City Property shall be limited to the Licensed Premises. The Licensee shall not use or access any other portion of the City Property

or otherwise exceed the scope of access and use explicitly authorized in this Agreement without the City's prior written consent. If the City determines, in its discretion, that the Licensee is engaged in any unauthorized uses or activities on the Licensed Premises, the City shall so notify the Licensee, and the Licensee shall immediately cease such use or activity and/or remediate the violation at the Licensee's sole expense.

- b. The Licensee may only use the Licensed Premises for agricultural or residential activities that are consistent with the Licensee's current use of the Licensed Premises and are reasonably related to landscaping, lawn maintenance, and/or similar activities. The Licensed Premises shall not be used for any activities that are commercial in nature or are related to any commercial or for-profit undertakings.
 - c. The Licensee shall maintain the Licensed Premises in a safe, clean, and reasonably orderly condition and free from debris, garbage, junk, and refuse. The Licensee shall be solely responsible for all upkeep, repairs, and maintenance of the Licensed Premises, which shall be at the Licensee's sole expense. The City shall have no obligation to maintain the Licensed Premises.
 - d. The Licensee shall not erect, construct, or maintain any structures or buildings on the Licensed Premises, nor shall the Licensee park or store vehicles or equipment on the Licensed Premises.
 - e. The Licensee shall not plant any trees on the Licensed Premises without the prior written consent of the City Manager.
 - f. The Licensee shall not damage or cause unreasonable disturbance to the Licensed Premises or the City Property. If the City, in its discretion, determines that the Licensee has caused any such damage or disturbance, the Licensee shall, at its own expense, promptly restore the damaged property to its prior condition.
 - g. The Licensee shall not interfere with the City's operation, maintenance, or use of the City Property or any buildings or structures located on the City Property.
 - h. The City shall be named as an additional insured on the Licensee's homeowners insurance policy, and the Licensee shall submit to the City written proof of such coverage (acceptable to the City) by the Effective Date.
5. Indemnification and Release. The Licensee knowingly and voluntarily releases, discharges, indemnifies, and holds harmless the City, its officials, employees, and agents from any and all claims, demands, damages, losses, or causes of action ("Claims") arising out of or relating to this Agreement and/or the Licensee's use and access of the Licensed Premises, including, but not limited to, all Claims involving bodily injury, property damage, theft, death, or other loss. This Section shall survive any termination or revocation of this Agreement and/or the License.
6. Termination/Revocation.

- a. The Licensee may terminate this Agreement at any time provided that the Licensee has provided the City with seven (7) days' prior written notice of termination.
 - b. The City may terminate the Agreement at any time and for any reason by giving written or verbal notice to the Licensee.
 - c. In the event this Agreement is terminated, the License shall be automatically revoked, and the Licensee shall, at the option of the City, reasonably restore the Licensed Premises to its original condition prior to the Licensee's use of the Licensed Premises. The Licensee waives any claims of any kind or nature against the City arising out of the revocation of the License and/or termination of this Agreement by the City for any reason.
7. Licensee Takes the Licensed Premises "As-Is." The parties agree and acknowledge that the Licensee uses the Licensed Premises in its "as-is," current condition. The City makes no representations, warranties, or promises regarding the Licensed Premises or the ability of the Licensee to use the Licensed Premises for the Licensee's intended purposes.
8. Compliance with Applicable Laws. The Licensee's use of the Licensed Premises shall comply with all applicable federal, state, and local laws, rules, and regulations.
9. Assignment. The Licensee may not assign or transfer its rights under this Agreement without the City's prior written consent, which may be withheld in the City's sole discretion.
10. Governing Law/Venue. This Agreement is governed by the laws of the State of Michigan, and venue for any disputes arising under this Agreement shall be in Ionia County, Michigan.
11. Governmental Immunity. Nothing in this Agreement shall be construed to limit or waive the City's entitlement to rely on governmental immunity to the fullest extent permitted by law under the Governmental Tort Liability Act, being 1964 PA 170, as amended, MCL 691.1401, *et seq.*; or any other defenses or statutes, which may be available to the City, its elected and appointed officers and officials, and its agents and employees.
12. Entire Agreement and Modification. This Agreement is the entire agreement between the parties as to its subject matter and supersedes any other agreements, whether written or verbal, express or implied. The Agreement may not be modified or amended except in a writing signed by each party.
13. Authorization. The Licensee represents and warrants that it has full authority to enter into this Agreement and make it binding.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date first written above.

Signatures on the following page

LICENSEE

CITY OF IONIA

Name: _____

By: _____

Its: _____

Name: _____

By: _____

Its: _____

EXHIBIT A
THE CITY PROPERTY

EXHIBIT B
THE LICENSED PREMISES

August 7, 2025

Resident
Address
City, State, Zip
Parcel:

Dear Resident:

The City of Ionia has recently completed a review of private property encroachments surrounding the City's Wellfield #5 property. A map of the area has been prepared showing all encroachments. To ensure that these existing encroachments are managed in a way that protects the City's interests, a proposed license agreement has been prepared for property owners like you whose use extends onto City-owned land.

Key terms of the proposed license agreement include:

- The City will allow the current encroachment to continue at no charge to you, provided that certain conditions are met.
- Property owners must list the City as an additional insured on their homeowner's insurance policy (for liability protection).
- Use of City property will be limited to lawn, recreation, or gardening/agriculture purposes.
- No structures may be built or placed on City property.
- No trees may be planted on City property without prior City approval.
- Property owners are responsible for maintaining the portion of City property they use at their own expense.

This proposed agreement will be reviewed by the City Council at its meeting on **Tuesday, September 3, 2025, at 6:30 PM**, held in the Council Chamber Room on the second floor of City Hall, located at 114 N. Kidd Street. You are invited to attend this meeting to provide any comments or feedback regarding the proposed license agreement.

If a property owner chooses not to sign the license agreement, the City will require him/her to cease using City property.

Enclosed are a map showing the encroachments around the Wellfield #5 property and a copy of the proposed license agreement. If you have questions about the proposed agreement or the upcoming City Council meeting at which it will be discussed, please contact City Manager Precia Garland at pgarland@ci.ionia.mi.us or 616.527.5776.

Thank you for your cooperation as we work to ensure that Wellfield #5 is protected for the benefit of all residents.

Regards,

Precia L. Garland
City Manager

CITY OF IONIA
STAFF REPORT FOR COUNCIL AGENDA ITEM

Agenda Item: VI.1

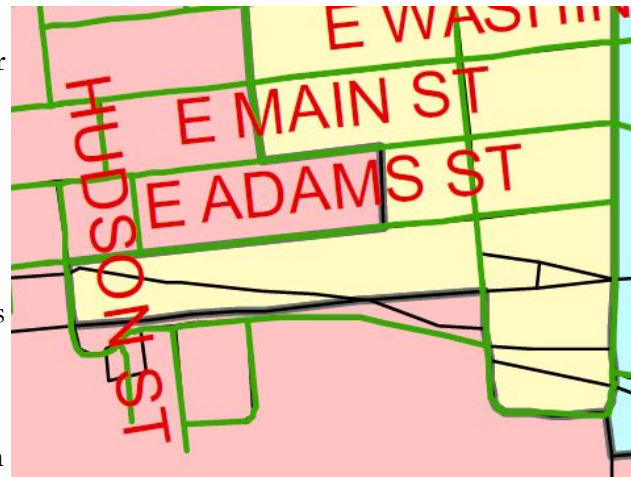
TO: Mayor Milewski and Councilmembers
FROM: Precia Garland, City Manager
DATE: September 3, 2025
RE: City Ward Boundary Line Adjustment

Background:

In recent months, the City Clerk's Office has been working to update election maps and verify voter registration information. This process involves using the Qualified Voter File (QVF) and comparing it to the City's historic election maps and other records such as parcel and property owner information. The City's unique boundaries with the surrounding townships has resulted in a few "islands" of township property surrounded by land located in the City. These instances create complicated street boundaries and also affect the City's four distinct precincts/wards. In an effort to ensure the utmost accuracy in voter registration, staff reviewed all properties on the boundary lines and discovered 93 voters needing to be reassigned to a different ward within the City limits. An additional 27 voters were found that needed to be moved to another jurisdiction outside of the City. The Bureau of Elections has been notified and the needed updates have been made to all 110 voter registration records.

Concurrently, the City's engineer of record, Fishbeck, has been assisting with the creation of updated election maps which now provide greater detail by showing individual parcel lines. This additional detail brings to attention a discrepancy between the Election Map and QVF at the Ward 1 (Red) and Ward 3 (Yellow) boundary along Adams and Main Streets. The previous Election Map from 2011 did not show the precise parcel boundaries, but it is clear that the boundary line is perpendicular to the Adams and Main Streets. (Exhibit A). Fishbeck interpreted the 2011 boundary line between these wards to be the Blanchard House property located at 253 E. Main Street, based on the assumed scale of map.

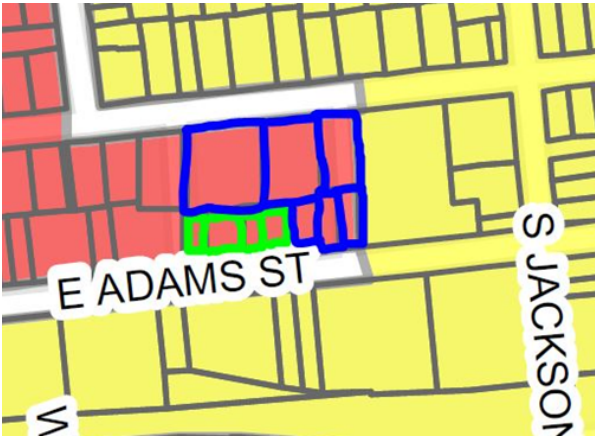
Exhibit A



However, QVF indicated a jagged boundary with several properties along Adams Street in Ward 1 while the adjacent properties to the north along Main Street are designated as Ward 3. This appears to be an error in need of correction. In Exhibit B, the Fishbeck Election Map has been used to

indicate in blue which properties are listed in QVF as Ward 3.

Exhibit B



Staff believe the boundary line should be aligned with established right-of-way as opposed to parcel boundaries. This is typically how other boundaries are aligned, and it results in more stable boundaries because designated right-of-way changes less frequently than private property lines. This may have been the intention of the original Election Map for the Ward 1 and 3 boundaries, as an alleyway, named Ellis Alley, exists between Adams and Main Streets, in this area of the City. See Exhibit C below.

Exhibit C



City Council is being asked to consider formally adjusting the Ward 1 and Ward 3 boundary to align with Ellis Alley. This would result in 4 properties within QVF being reassigned from Ward 1 to Ward 3. The properties are highlighted in green in Exhibit B. A total of 8 voters would be reassigned. MCL 168.657 permits “the Election Commission, or other officials charged with the performance of that duty by the Charter” to rearrange election precincts and wards. Section 6.03 (b) of the City of Ionia Charter contemplates that the City Council is responsible for approving changes to ward boundary lines. Thus, upon recommendation from the City Attorney the Election Commission made a recommendation to City Council to approve the boundary line change at its August 13, 2025, meeting. City Council is being asked to adopt a similar resolution for final approval of the ward boundary changes.

Requested Action / Motion:

It is requested that the Ionia City Council consider making a motion to approve Resolution 2025-23

to change the boundary lines of Ward 1 and Ward 3.

Motion By:

Seconded By:

Roll Call Vote:

Lee	_____	Winters	_____
Cook	_____	Patrick	_____
Millard	_____	Waterman	_____
Starr	_____	Cowling	_____
Milewski	_____		



**A RESOLUTION TO REVISE AND CHANGE THE WARD 1 AND WARD 3
BOUNDARY LINE**

At a regular meeting of the City Council of the City of Ionia, Michigan, held at the Ionia City Hall, 114 North Kidd Street, Ionia, Michigan, on the 3rd day of September, 2025, at 6:30 p.m., there were:

PRESENT:

ABSENT:

The following resolution was offered by Councilmember _____ and seconded by Councilmember _____:

WHEREAS, the City of Ionia has four (4) wards as established by the City Charter which was last amended on November 6, 1990; and

WHEREAS, Section 6.03 of the City of Ionia Charter allows the ward boundaries to be changed from time to time in the manner required by general law; and

WHEREAS, the rearrangement of precinct boundaries is governed under Michigan Election Law, MCL 168.654-661; and

WHEREAS, in an effort to clarify the Ward 1 and Ward 3 boundary line along Adam and Main Streets, Ellis Alley was determined to create a clear delineation established by public right-of-way; and

WHEREAS, between Adam and Main Streets properties west of Ellis Alley will be considered Ward 1 and properties east of Ellis Alley will be considered Ward 3; and

WHEREAS, this revised boundary line will result in four (4) properties being reassigned from Ward 1 to Ward 3 in the Qualified Voter File (QVF) presently identified as: 204 E. Adams, 206 E. Adams, 214 E. Adams, and 218 E. Adams; and

WHEREAS, all planned ward boundary changes must be approved by the local Election Commission and by the City Council; and

WHEREAS, the Ionia Election Commission recommended the ward boundary change to City Council at its August 13, 2025, meeting through Election Commission Resolution 2025-02 provided as Exhibit A; and

NOW, THEREFORE, BE IT RESOLVED, that the Ionia City Council hereby approves the Ward 1 and Ward 3 boundary change, as specified herein.

BE IT FURTHER RESOLVED, that the City Clerk shall notify by first class mail each qualified and registered elector affected by this boundary line change, the Ionia County Clerk, and the Secretary of State, as required by Michigan Election Law.

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

AYES:

NAYS:

ABSENT:

RESOLUTION 2025-23 DECLARED ADOPTED.

Jonathan T. Bowman, City Clerk

CERTIFICATION: I hereby certify that the foregoing is a true and complete resolution adopted by the City Council City of the Ionia at a regular meeting held this 3rd day of September, 2025.

Jonathan T. Bowman, City Clerk



**ELECTION COMMISSION
RESOLUTION 2025-02**

**A RESOLUTION TO REVISE AND CHANGE THE WARD 1 AND WARD 3
BOUNDARY LINE**

At a regular meeting of the Election Commission of the City of Ionia, Michigan, held in the Lower Level Conference Room, Ionia City Hall, 114 North Kidd Street, Ionia, Michigan, on August 12, 2025, at 10:00 a.m., there were:

PRESENT: Jonathan Bowman (City Clerk), Precia Garland (City Manager - Designated Representative for City Attorney), and Randy Jewell (City Assessor)

ABSENT: None

The following resolution was offered by Randy Jewell and seconded by Precia Garland:

WHEREAS, the City of Ionia has four (4) wards as established by the City Charter which was last amended on November 6, 1990; and

WHEREAS, Section 6.03 of the City of Ionia Charter allows the ward boundaries to be changed from time to time in the manner required by general law; and

WHEREAS, the rearrangement of precinct boundaries is governed under Michigan Election Law, MCL 168.654-661; and

WHEREAS, in an effort to clarify the Ward 1 and Ward 3 boundary line along Adam and Main Streets, Ellis Alley was determined to create a clear delineation established by public right-of-way; and

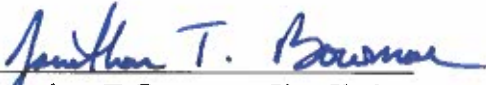
WHEREAS, between Adam and Main Streets properties west of Ellis Alley will be considered Ward 1 and properties east of Ellis Alley will be considered Ward 3; and

WHEREAS, this revised boundary line will result in four (4) properties being reassigned from Ward 1 to Ward 3 in the Qualified Voter File (QVF) presently identified as: 204 E. Adams, 206 E. Adams, 214 E. Adams, and 218 E. Adams; and

WHEREAS, all planned ward boundary changes must be approved by the local Election Commission and by the City Council; and

NOW, THEREFORE, BE IT RESOLVED, that the City of Ionia Election Commission approves the Ward 1 and Ward 3 boundary changes and recommends approval by City Council.

ELECTION COMMISSION RESOLUTION 2025-02 DECLARED ADOPTED.


Jonathan T. Bowman, City Clerk

CERTIFICATION: I hereby certify that the foregoing is a true and complete resolution adopted by the City of the Ionia Election Commission at an Election Commission meeting held this 13th day of August, 2025.


Jonathan T. Bowman, City Clerk

CITY OF IONIA
STAFF REPORT FOR COUNCIL AGENDA ITEM

Agenda Item: VII.1

TO: Mayor Milewski and Councilmembers

FROM: Precia Garland, City Manager

DATE: September 3, 2025

RE: Introduction and First Reading - Ordinance No. 596 - An Ordinance to Amend Chapter 1612 - Emergency and Fire Services Response Cost Recovery

Background:

The City of Ionia Department of Public Safety plans to utilize the services of Fire Recovery USA to assist it with cost recovery actions, as authorized by Ionia City Code, Chapter 1612 - Emergency and Fire Services Response Cost Recovery. In reviewing our current ordinance, Fire Recovery USA suggested a revised ordinance template successfully utilized by other municipalities for such cost recovery activities. It also suggested establishing a set fee schedule, based on rates widely accepted by insurance companies for the various listed emergency services. To implement this new procedure, the City Attorney recommended we amend our ordinance, as well as adopt the corresponding service fees it references by resolution. Changing to this methodology provides an opportunity for increased efficiency and regularity for updating such fees, which would adjust annually based on the rate of inflation.

The following draft ordinance with accompanying resolution was prepared for the above purpose. To move it forward from today's first reading, it is necessary to schedule a public hearing for the next regular City Council meeting.

Requested Action / Motion:

It is requested the Ionia City Council consider making a motion to introduce and conduct a first reading of Ordinance No. 596, an ordinance to amend Chapter 1612 - Emergency and Fire Services Response Cost Recovery and to schedule a Public Hearing regarding the proposed ordinance for 6:30 PM, Wednesday, October 1, 2025, at Ionia City Hall.

Motion By:

Seconded By:

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

**CITY OF IONIA
IONIA COUNTY, MICHIGAN
ORDINANCE NO. 596**

**AN ORDINANCE TO AMEND PART SIXTEEN, CHAPTER 1612
(EMERGENCY AND FIRE SERVICES RESPONSE COST RECOVERY),
SECTIONS 1612.02 (DEFINITIONS), 1612.03 (CITY'S ASSESSABLE
COSTS), AND 1612.04 (BILLING AND COLLECTION OF ASSESSABLE
COSTS) OF THE CODIFIED ORDINANCES OF THE CITY OF IONIA.**

The CITY OF IONIA HEREBY ORDAINS :

Section 1. Amendment to Section 1612.02. That Part Sixteen, Chapter 1612, Section 1612.02 entitled "Emergency and Fire Services Response Cost Recovery; Definitions" of the Codified Ordinances of the City of Ionia, is amended to read in its entirety as follows:

1612.02 DEFINITIONS.

Unless the context explicitly indicates otherwise, the meaning of the terms used in this chapter shall be as follows:

- (a) "Assessable costs" means the direct and reasonable costs incurred in connection with a response to a public safety or fire emergency incident within the City.
- (1) Assessable costs are intended to cover all, but not limited to, of the following:
 - A. Salaries, wages, or fringe benefits of the City personnel responding to the incident;
 - B. Salaries, wages, or fringe benefits of the City personnel engaged in the investigation, supervision, and report preparation regarding the incident;
 - C. Salaries, wages, or fringe benefits of the personnel of assisting governmental agencies, or any other private or public entities operating at the request, direction, or on behalf of the City in response to the incident; and
 - D. All costs connected with the administration of the incident relating to any prosecution of the person(s) responsible, including those relating to the production and appearances of any witnesses.
- (2) Assessable costs also may include, but are not limited to:
 - A. Per hour operating cost of responding vehicle or equipment, including the rental or leasing of equipment for a specific response (the latest Federal Emergency Management Agency's ("FEMA") Fire/ Rescue Equipment Rates shall be followed unless otherwise articulated by the City);
 - B. Depreciation value and/or replacement cost of equipment which is destroyed or contaminated in the response;
 - C. Mutual aid costs;
 - D. Laboratory costs and equipment;
 - E. Fuel costs;
 - F. Water usage costs;

- G. Medical expenses incurred as a result of response activities; and
- H. Any legal expenses that may be incurred as a result of an emergency response including efforts to recover expenses pursuant to this chapter.
- (3) Excluded from this definition are any assessable costs solely and distinctly incurred as necessary to response activities connected to a hazardous material incident or emergency otherwise recoverable under the hazardous materials cost recovery scheme provided in Michigan's National Resources and Environmental Protection Act ("NREPA"), MCL 324.20101 et seq.
- (4) Without limiting the foregoing, the City's assessable cost, fee, and rate schedule shall be as established pursuant to a Resolution adopted by the City Council from time to time, which Resolution shall be maintained on file in the offices of the City Clerk and made available to any member of the public upon request.
- (b) "City" means the City of Ionia.
- (c) "Emergency assistance" means any response by medical, public safety, police, fire, or civil defense services to respond to an emergency incident.
- (d) "Emergency incident" includes the following:
 - (1) A hazardous material incident or emergency;
 - (2) An illegal fire;
 - (3) Threats of harm;
 - (4) Water rescue attempts; or
 - (5) Any other incident where emergency medical, public safety, police, fire, or civil defense services are necessary.
- (e) "Hazardous material incident or emergency" means any occurrence, incident, activity, accident or emergency where a release of hazardous materials occurs or is reasonably imminent, as determined by the Director of the Department of Public Safety or the most senior official of the Department of Public Safety responding to the incident.
- (f) "Hazardous materials" means any explosive, pyrotechnic, compressed gas, flammable liquid, flammable solid, combustible liquid, oxidizing material, poisonous gas, poisonous liquid, poisonous solid, etiological material, radioactive material, corrosive material, or liquefied petroleum gas and also includes, but is not limited to, any of the following:
 - (1) Any material listed in the list of toxic pollutants found in 40 CFR 401.15, et seq., as amended, or under any other federal law or regulations;
 - (2) Any material regulated as a class A or class B explosive by the United States Department of Transportation, pursuant to 49 CFR 173.5;
 - (3) Any flammable liquid or solid regulated by the United States Department of Transportation, pursuant to 49 CFR 171.1, et seq.;
 - (4) Any material designated as a hazardous material by the Secretary of the United States Department of Transportation through regulations found at 49 CFR 171.1, et seq.;
 - (5) Any material deemed a "hazardous substance" as defined by 1994 PZ 451, part 207, Subsection 20101(n), MCL 324.20101(n);
 - (6) Any material designed a hazardous material by state or federal law or regulations;

- (7) Any hazardous chemical substance or mixture with respect to which the Administrator of the Environmental Protection Agency has taken action pursuant to section 7 of the Toxic Substance Control Act; and
- (8) Any otherwise non-hazardous material that becomes a potential hazard to vehicular or pedestrian traffic.
- (g) “Illegal fire” means a fire set or determined to have been set in violation of a federal, state or local law and shall include an arson fire and a fire set in violation of a “no burning” ban or order. An illegal fire does not include a fire caused by an act of God.
- (h) “Release” means any actual or threatened spilling, leaking, pumping, pouring, emitting, emptying, discharging, injecting, leaching, dumping, or disposing into the environment, including but not limited to the air, soil, groundwater, and surface water.
- (i) “Responsible party” means any individual, firm, corporation, association, partnership, government entity, or other entity responsible for an emergency incident or assistance or any owner, tenant, occupant, or party in control of real and personal property from which, onto which, or related to which there is an emergency incident or assistance and their heirs, estates, successors, and assigns.
- (j) “Threat of harm” means the verbal or written threat of physical harm to oneself, another, or another's property which if carried out would be a violation of federal, state, or local law.
- (k) “Vehicle” means any motorized or self-propelled means of transportation including, but not limited to, automobiles, ATVs, railroad engines, and other cars, boats, helicopters, planes, and/ or other aircraft, and all trailers, vehicles, or other appurtenances attached to any vehicle.
- (l) “Water rescue” means any emergency incident on a body of water where emergency medical, public safety, police, fire, or civil defense services are necessary. Bodies of water include rivers, lakes, streams, impoundments, estuaries, springs, wells, or other collectors/collections of water.

Section 2. Amendment to Section 1612.03 That Part Sixteen, Chapter 1612, Section 1612.03 entitled “Emergency and Fire Services Response Cost Recovery; City’s Assessable Costs” of the Codified Ordinances of the City of Ionia, is amended to read in its entirety as follows:

1612.03 CITY’S ASSESSABLE COSTS

- (a) The City may recover all of its assessable costs, and those of mutual aid providers having timely submitted an itemized assessable cost recovery request to the City’s Director of the Department of Public Safety, incurred in connection with any emergency assistance provided within its boundaries from any or all responsible parties jointly and severally.
- (b) The Ionia Department of Public Safety shall set assessable cost rates for the delivery of emergency assistance for personnel, supplies, and equipment to the scene of an emergency incident. Those rates of assessable costs for the delivery of emergency assistance services shall be set by a Resolution of the City Council. The assessable cost rates shall be based on actual costs of the services and that which are usual,

customary, and reasonable (UCR), and which may include any services, personnel, supplies, and equipment with baselines established by a Resolution of the City Council.

- (c) The assessable cost rates set by Resolution of the City Council will increase annually based on the annual percentage increase in the Consumer Price Index (CPI), as developed by the Bureau of Labor Statistics of the U.S. Department of Labor. Rate adjustments will occur on the anniversary date of the Resolution, unless otherwise set forth in the Resolution setting the assessable cost rates, to keep the fire department's cost recovery program in conformity with increasing operating expenses. The City Council may amend the assessable cost rates from time to time to ensure that the rates reflect the actual costs of providing the emergency response services.

Section 3. Amendment to Section 1612.04 That Part Sixteen, Chapter 1612, Section 1612.04 entitled "Emergency and Fire Services Response Cost Recovery; Billing and Collection of Assessable Costs" of the Codified Ordinances of the City of Ionia, is amended to read in its entirety as follows:

1612.04 BILLING AND COLLECTION OF ASSESSABLE COSTS.

- (a) After determining the assessable costs against one or more responsible party(s), a claim shall first be filed to the responsible party(s) through their insurance carrier(s).
- (b) If a responsible party's insurance carrier denies a claim, otherwise fails to make payment on a claim, or if a responsible party is determined to lack sufficient insurance to cover all of the assessable costs attributable to that responsible party, an itemized invoice shall be sent to the responsible party at the party's last known address.
- (c) Claims or invoices sent under this Section shall be due and payable within 30 days of the date of mailing, and any amounts unpaid after such date shall bear a late payment fee equal to one percent per month or fraction thereof that the amount due and any previously imposed late payment fee remain unpaid. If a responsible party shall appeal assessable costs pursuant to Section 1612.05 hereof, such costs, if upheld, in whole or in part, shall be due and payable 30 days from the date of determination of the appeal and any late payment fees shall apply thereafter.
- (d) Should any claim or invoice remain unpaid under this Chapter for more than 30 days, the City may initiate an action in a court of competent jurisdiction to recover such monies from a responsible party, and the City shall be able to recover its attorney fees and costs for such action.

Section 4. Repealer.

That all ordinances and parts of ordinances in conflict herewith are repealed to the extent of such conflict.

Section 5. Severability.

Should any section, portion or part of this Ordinance be declared to be invalid by a court of competent jurisdiction, such declaration does not void or render inoperable any other part of this Ordinance.

Section 6. Publication and Effective Date.

The City Clerk shall cause a notice of adoption of this ordinance to be published. This ordinance shall take effect immediately upon publication of a summary thereof as permitted by law, along with the date of its adoption, in the *Daily News*, a newspaper of general circulation in the City.

CITY OF IONIA

Dated: _____

By: Jonathan T. Bowman, City Clerk

Introduction and First Reading:

September 3, 2025

Notice of Public Hearing:

September 13, 2025

Public Hearing, Second Reading, Adoption:

October 1, 2025

Effective (upon publication):

October 1, 2025

**CITY COUNCIL
CITY OF IONIA
IONIA COUNTY, MICHIGAN**

RESOLUTION NO. 2025-24

**A RESOLUTION ESTABLISHING A SCHEDULE OF THE RATES, FEES, AND
CHARGES FOR ASSESSABLE COSTS IN ACCORDANCE WITH PART SIXTEEN,
CHAPTER 1612, SECTIONS 1612.02 AND 1612.03 OF THE CODIFIED ORDINANCES
OF THE CITY OF IONIA**

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 October 1, 2025, there were:

PRESENT: _____

ABSENT: _____

The following resolution was offered by Council Member _____ and seconded by Council Member _____:

WHEREAS, Michigan law authorizes the City Council to legislatively provide for the recovery of usual, customary, and reasonable (UCR) costs, fees, and charges incurred by the City and its mutual aid partners in connection with providing emergency assistance and responding to designated incidents (“Assessable Costs”); and

WHEREAS, the City of Ionia provides for such cost recovery efforts in Part Sixteen, Chapter 1612, Sections 1612.01 through 1612.06 of the Codified Ordinances of the City of Ionia (“Code”); and

WHEREAS, Sections 1612.02 and 1612.03 of the Code provide, in part, that a schedule of the City’s Assessable Costs is to be established and adopted, from time to time, by Resolution of the City Council;

WHEREAS, Section 1612.03 of the Code provides, in part, that the schedule of the City’s Assessable Costs, once established by Resolution of the City Council, shall increase by the annual percentage increase in the Consumers Price Index (“CPI”) as developed by the Bureau of Labor Statistics of the U.S. Department of Labor; and

WHEREAS, the City Council wishes to establish and adopt the same.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The Recitals set forth above are affirmed as accurate and adopted herein as if fully restated.

2. Pursuant to the Sections 1612.02(a)(4) and 1612.03(b) of the Code, the City Council hereby establishes and adopts the following rates, fees, and charges for emergency services as provided for in the attached "Exhibit A."
3. Pursuant to Section 1612.03(c) of the Code, the rates, fees, and charges for emergency services, as provided for in Exhibit A, shall increase annually by the CPI, upon the anniversary date of the adoption of this Resolution. For purposes of implementing this Resolution, the CPI shall be determined from the rolling 12-month period concluding upon the last full month prior to the anniversary date of the adoption of Resolution, for which data is available from the Bureau of Labor Statistics.
4. The City Manager and the Director of the Department of Public Safety are authorized and directed to take such further actions as are reasonably necessary to implement this Resolution and comply with the Code.
5. The City Clerk is authorized and directed to maintain on file in their offices a copy of this Resolution (with Exhibit A) and to make a copy of the same available to any member of the public upon request.
6. That all resolutions or parts of resolutions in conflict herewith are hereby rescinded.
7. This Resolution shall take effect on October 1, 2025.

YEAS: _____

NAYS: _____

ABSTAIN: _____

ABSENT: _____

RESOLUTION DECLARED ADOPTED

Jonathan 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 October 1, 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: October 2, 2025

Jonathan Bowman
City Clerk

EXHIBIT A
MITIGATION RATES
BASED ON PER HOUR

The mitigation rates below are average “billing levels”, and are typical for the incident responses listed, however, when a claim is submitted, it may be itemized and based on the actual services provided.

These rates are based on actual costs using amortized schedules for apparatus (including useful life, equipment, repairs, and maintenance). Labor rates include an average department’s actual burdened labor costs and not just a firefighter’s wage. These include wages, retirement, benefits, workers comp, etc.

MOTOR VEHICLE INCIDENTS

Level 1 - \$618.00

Provide hazardous materials assessment and scene stabilization. This will be the most common “billing level”. This occurs almost every time the fire department responds to an accident/incident.

Level 2 - \$705.00

Includes Level 1 services as well as clean up and material used (sorbents) for hazardous fluid clean up and disposal. We will bill at this level if the fire department has to clean up any gasoline or other automotive fluids that are spilled as a result of the accident/incident.

Level 3 – CAR FIRE - \$860.00

Provide scene safety, fire suppression, breathing air, rescue tools, hand tools, hose, tip use, foam, structure protection, and clean up gasoline or other automotive fluids that are spilled as a result of the accident/incident.

ADD-ON SERVICES:

Extrication - \$1,859.00

Includes heavy rescue tools, ropes, airbags, cribbing etc. This charge will be added if the fire department has to free/remove anyone from the vehicle(s) using any equipment. We will not bill at this level if the patient is simply unconscious and fire department is able to open the door to access the patient. This level is to be billed only if equipment is deployed.

Creating a Landing Zone - \$567.00

Includes Air Care (multi-engine company response, mutual aid, helicopter). We will bill at this level any time a helicopter landing zone is created and/or is utilized to transport the patient(s).

Itemized Response: You have the option to bill each incident as an independent event with custom mitigation rates, for each incident using, itemized rates deemed usual, customary and reasonable (UCR). These incidents will be billed, itemized per apparatus, per personnel, plus products and equipment used.

HAZMAT

Level 1 - \$999.00

Basic Response: Claim will include engine response, first responder assignment, perimeter establishment, evacuations, set-up and command.

Level 2 - \$3,566.00

Intermediate Response: Claim will include engine response, first responder assignment, hazmat certified team and appropriate equipment, perimeter establishment, evacuations, set-up and command, Level A or B suit donning, breathing air and detection equipment. Set-up and removal of decon center.

Level 3 – \$8,420.00

Advanced Response: Claim will include engine response, first responder assignment, hazmat certified team and appropriate equipment, perimeter establishment, evacuations, first responder set-up and command, Level A or B suit donning, breathing air and detection equipment and robot deployment. Set-up and removal of decon center, detection equipment, recovery and identification of material. Disposal and environment clean up. Includes above in addition to any disposal rates of material and contaminated equipment and material used at scene. Includes 3 hours of on scene time - **each additional hour @ \$391.00 per HAZMAT team.**

FIRES

Assignment - \$568.00 per hour, per engine / \$711.00 per hour, per truck

Includes:

- Scene Safety
- Investigation
- Fire / Hazard Control

This will be the most common “billing level”. This occurs almost every time the fire department responds to an incident.

OPTIONAL: A fire department has the option to bill each fire as an independent event with custom mitigation rates.

Itemized, per person, at various pay levels and for itemized products use.

ILLEGAL FIRES

Assignment - \$568.00 per hour, per engine / \$711.00 per hour, per truck

When a fire is started by any person or persons that requires a fire department response during a time or season when fires are regulated or controlled by local or state rules, provisions or ordinances because of pollution or fire danger concerns, such person or persons will be liable for the fire department response at a cost not to exceed the actual expenses incurred by the fire department to respond and contain the fire. Similarly, if a fire is started where permits are required for such a fire and the permit was not obtained and the fire department is required to respond to contain the fire the responsible party will be liable for the response at a cost not to exceed the actual expenses incurred by the fire department. The actual expenses will include direct labor, equipment costs and any other costs that can be reasonably allocated to the cost of the response.

WATER INCIDENTS

Level 1

Basic Response: Claim will include engine response, first responder assignment, perimeter establishment, evacuations, first responder set-up and command, scene safety and investigation (including possible patient contact, hazard control). This will be the most common “billing level”. This occurs almost every time the fire department responds to a water incident.

Billed at \$583 plus \$70 per hour, per rescue person.

Level 2

Intermediate Response: Includes Level 1 services as well as clean up and material used (sorbents), minor hazardous clean up and disposal. We will bill at this level if the fire department has to clean up small amounts of gasoline or other fluids that are spilled as a result of the incident.

Billed at \$1,170 plus \$70 per hour, per rescue person.

Level 3

Advanced Response: Includes Level 1 and Level 2 services as well as D.A.R.T. activation, donning breathing apparatus and detection equipment. Set up and removal of decon center, detection equipment, recovery and identification of material. Disposal and environment clean up. Includes above in addition to any disposal rates of material and contaminated equipment and material used at scene.

Billed at \$2,897 plus \$70 per hour per rescue person, plus \$140 per hour per HAZMAT team member.

Level 4

Itemized Response: You have the option to bill each incident as an independent event with custom mitigation rates for each incident using itemized rates deemed usual, customary and reasonable (UCR). These incidents will be billed, itemized, per trained rescue person, plus rescue products used.

BACK COUNTRY OR SPECIAL RESCUE

Itemized Response: Each incident will be billed with custom mitigation rates deemed usual, customary and reasonable (UCR). These incidents will be billed, itemized per apparatus per hour, per trained rescue person per hour, plus rescue products used.

Minimum billed \$583 plus \$70 per hour, per rescue person. Additional rates of \$583 per hour per response vehicle and \$70 per hour per rescue person.

CHIEF RESPONSE

This includes the set-up of Command and providing direction of the incident. This could include operations, safety, and administration of the incident.

Billed at \$356 per hour.

MISCELLANEOUS / ADDITIONAL TIME ON-SCENE

ADDITIONAL TIME ON-SCENE (for all levels of service)

Engine billed at \$568 per hour.

Truck billed at \$771 per hour.

Command at \$356 per hour

Miscellaneous equipment billed at \$427.

MITIGATION RATE NOTES

The mitigation rates above are average “billing levels” for one hour of service, and are typical for the incident responses listed, however, when a claim is submitted, it may be itemized and based on the actual services provided.

These average mitigation rates were determined by itemizing costs for a typical run (from the time a fire apparatus leaves the station until it returns to the station) and are based on the actual costs, using amortized schedules for apparatus (including useful life, equipment, repairs, and maintenance) and labor rates (an average department’s “actual personnel expense” and not just a firefighter’s basic wage). The actual personnel expense includes costs such as wages, retirement, benefits, workers comp, insurance, etc.

CITY OF IONIA
STAFF REPORT FOR COUNCIL AGENDA ITEM

Agenda Item: VII.2

TO: Mayor Milewski and Councilmembers

FROM: Precia Garland, City Manager

DATE: September 3, 2025

RE: Introduction and First Reading - Ordinance No. 597 - An ordinance to zone Parcel #34-204-800-000-005-13 into the T - Technology Innovation Business District

Background:

Acquisition of the west 80 acres of the former Riverside/Deerfield property was recently completed by the City of Ionia from the State Land Bank Authority for the purpose of developing a new high-tech business park. Since this area was previously owned by the State of Michigan, it was not previously zoned, but simply identified as S - State of Michigan Prisons. To facilitate the proposed new land use, it is now necessary to zone the property as T - Technology Innovation Business District. Ordinance 597 has been prepared to accomplish this zoning. Planning Commission recommended approval of Ordinance 597 at its August 13, 2025, regular meeting.

Requested Action / Motion:

It is requested the Ionia City Council make a motion to introduce and conduct a first reading of Ordinance No. 597, an ordinance to zone Parcel #34-204-800-000-005-13 into the T - Technology Innovation Business District and to schedule a Public Hearing regarding the proposed ordinance for 6:30 PM, Wednesday, October 8, 2025, at Ionia City Hall.

Motion By:

Seconded By:

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

CITY OF IONIA
IONIA COUNTY, MICHIGAN

Ordinance No. 597

AN ORDINANCE TO ZONE PARCEL 34-204-800-000-005-13 (SOMETIMES KNOWN AS 1755 HARWOOD ROAD) TO THE T TECHNOLOGY INNOVATION BUSINESS DISTRICT AS IDENTIFIED IN CHAPTER 1262; AND THE INCLUSION OF THAT PARCEL AS DEFINED ON THE ZONING MAP IDENTIFIED IN SECTION 1246.02 DISTRICTS GENERALLY AND ZONING MAP DISTRICT BOUNDARIES OF CHAPTER 1246 - TITLE SIX – ZONING OF PART TWELVE – PLANNING AND ZONING CODE OF SAID CODIFIED ORDINANCES OF THE CITY OF IONIA

THE CITY OF IONIA HEREBY ORDAINS:

Section One: Zoning

Parcel number 34-204-800-000-005-13 (sometimes known as 1755 Harwood Road) and the following legal description:

PART OF THE SW¼ OF SECTION 25, T7N-R7W, IONIA COUNTY, MICHIGAN, DESCRIBED AS: BEGINNING AT THE SOUTHWEST CORNER OF SECTION 25; THENCE N 00° 29' 46" E 1658.38 FEET ALONG THE WEST LINE OF SECTION 25 TO THE POINT OF INTERSECTION OF SAID WEST LINE WITH THE SOUTH RIGHT OF WAY LINE OF RIVERSIDE DRIVE; THENCE ALONG A CURVE ON THE SOUTH RIGHT OF WAY LINE OF RIVERSIDE DRIVE AN ARC DISTANCE OF 171.20 FEET TO A POINT OF TANGENCY, SAID CURVE HAVING A RADIUS OF 1113.28 FEET, AND A LONG CHORD OF N 70° 19' 35" E 171.03 FEET; THENCE CONTINUING ALONG THE SOUTH RIGHT OF WAY LINE OF RIVERSIDE DRIVE, N 74° 43' 46" E 450.26 FEET TO THE NORTHWEST CORNER OF PARCEL RECORDED IN LIBER 221 PAGE 572 OF IONIA COUNTY RECORDS; THENCE S 15° 16' 14" E 310.00 FEET ALONG WEST LINE OF SAID PARCEL; THENCE N 82° 41' 16" E 649.44 FEET ALONG THE SOUTH LINE OF SAID PARCEL; THENCE N 00° 34' 03" E 450.07 FEET ALONG THE EAST LINE TO THE NORTHEAST CORNER OF SAID PARCEL; THENCE N 74° 46' 10" E 544.08 FEET ALONG THE SOUTH RIGHT OF WAY LINE OF RIVERSIDE DRIVE; THENCE CONTINUING ALONG THE SOUTH RIGHT OF WAY LINE OF RIVERSIDE DRIVE, N 75° 49' 10" E 74.00 FEET; THENCE S 00° 34' 03" W 2239.95 FEET TO THE SOUTH LINE OF SECTION 25; THENCE N 89° 40' 53" W 1914.57 FEET ALONG THE SOUTH LINE OF SECTION 25 TO THE POINT OF BEGINNING. THIS PARCEL CONTAINS 80.00 ACRES.

TOGETHER WITH A RIGHT OF WAY GRANTED TO THE STATE OF MICHIGAN
RECORDED IN LIBER 225, PAGE 625 OF IONIA COUNTY RECORDS.

SUBJECT TO AN EASEMENT GRANTED TO MICHIGAN BELL TELEPHONE COMPANY
RECORDED IN LIBER 428, PAGE 846 OF IONIA COUNTY RECORDS.

SUBJECT TO A PUBLIC UTILITY EASEMENT TO CITY OF IONIA RECORDED IN UBER
429, PAGE 582 OF IONIA COUNTY RECORDS.

SUBJECT TO ANY EASEMENTS OR RESTRICTIONS OF RECORD, OR OTHERWISE.

Shall be rezoned to the T Technology Innovation Business District as established in Section
1246.01 Districts Established of Chapter 1246, and conforms with Section 1246.02 Districts
Generally, and Zoning Map District Boundaries of Chapter 1246 - Title Six – Zoning of Part
Twelve – Planning and Zoning Code.

Section Two: Zoning Map Amendment

The official Zoning District Map of the City of Ionia, Michigan, last adopted as amended on April
2, 2025, is hereby amended to rezone and designate parcel 34-204-800-000-005-13 (sometimes
known as 1755 Harwood Road) and the legal description above, as being the T zoning district,
Technology Innovation Business District.

Section Three: Publication and Effective Date

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

CITY OF IONIA

Dated: _____

BY: Jonathan T. Bowman, City Clerk

Introduction and First Reading:

Notice of Public Hearing:

Public Hearing, Second Reading, Adoption:

Effective: Seven Days After Publication

**CITY OF IONIA
NOTICE OF PUBLIC HEARING**

Ordinance No. 597

PLEASE TAKE NOTICE: The Ionia City Council will conduct a Public Hearing at 6:30 PM, Wednesday, October 1, 2025, at Ionia City Hall, 114 N. Kidd Street, Ionia, MI 48846, to receive comments on zoning parcel 34-204-800-000-005-13 (sometimes known as 1755 Harwood Road) into the T Technology Innovation Business District. The request to assign a zoning district is needed to redevelop this formerly state-owned property into a high-technology business park. Following the public hearing the City Council will be asked to approve the ordinance on second reading. The ordinance will become effective seven (7) days after publication.

AN ORDINANCE TO ZONE PARCEL 34-204-800-000-005-13 (SOMETIMES KNOWN AS 1755 HARWOOD ROAD) TO THE T TECHNOLOGY INNOVATION BUSINESS DISTRICT AS IDENTIFIED IN CHAPTER 1262; AND THE INCLUSION OF THAT PARCEL AS DEFINED ON THE ZONING MAP IDENTIFIED IN SECTION 1246.02 DISTRICTS GENERALLY AND ZONING MAP DISTRICT BOUNDARIES OF CHAPTER 1246 - TITLE SIX – ZONING OF PART TWELVE – PLANNING AND ZONING CODE OF SAID CODIFIED ORDINANCES OF THE CITY OF IONIA

Below is an outline of the sections found in Ordinance No. 597:

Section One: Zoning

Section Two: Zoning Map Amendment

Section Three: Publication and Effective Date

A complete version of Ordinance No. 597 may be reviewed at City Hall during regular business hours or at cityofionia.org. Comments regarding the request may be offered at the Public Hearing or provided to the Assistant City Manager & City Clerk, Jonathan Bowman, at the City Hall address listed above or via e-mail at jbowman@ci.ionia.mi.us prior to the Public Hearing.

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, (616) 527-4170 at least three (3) days prior to any such meeting.

By: Jonathan Bowman, City Clerk
Ionia City Hall
114 N. Kidd Street, PO Box 496
Ionia MI 48846
(616) 527-4170

CITY OF IONIA
STAFF REPORT FOR COUNCIL AGENDA ITEM

Agenda Item: VII.3

TO: Mayor Milewski and Councilmembers
FROM: Precia Garland, City Manager
DATE: September 3, 2025
RE: Purchase Agreement - Steele Street Park, Phase II Parking Lot

Background:

A site plan was approved by the Ionia Planning Commission on August 13, 2025, permitting the City to move forward with plans to solicit bids for the construction of Phase I of the Steele Street Park. Phase I construction will result in the development of approximately 45% of the parcel (3.47 acres). Phase II development will focus on the balance of the site (4.31 acres) and is currently expected to include three T-ball fields and two large, multi-purpose fields. Please see attached site plan.

To maximize the Phase II space for recreational facilities, it is necessary to acquire separate land for a parking lot. To that end, negotiations were initiated a year ago with Matcor Automotive, inquiring if the company would be interested in selling a portion of its vacant land adjacent to the future park for the purpose of constructing a public parking lot. Per the following draft Real Estate Purchase Agreement, the parties have reached terms for the City to acquire "Proposed Parcel A", a 0.78 acre parcel located at 294 S. Steele Street, for the purchase price of \$25,000, plus closing costs. Before closing on the property, it is also recommended the City complete a Phase I Environmental Site Assessment and Baseline Environmental Assessment, if necessary, to protect the City from potential environmental liability. Based on the last ESA/BEA the city completed for the Deerfield site, this cost is estimated at approximately \$8,000.

Funds are available to complete this purchase and associated closing costs in 239-545.800-801.000, Parks - Facilities Improvement Fund.

Requested Action / Motion:

It is requested the Ionia City Council consider making a motion to approve the purchase of 0.78 acres of land from Matcor Automotive, in accordance with the Real Estate Purchase Agreement, for \$25,000 plus closing and environmental assessment costs.

Motion By:

Seconded By:

Roll Call Vote: Lee _____ Winters _____

Cook	_____	Patrick	_____
Millard	_____	Waterman	_____
Starr	_____	Cowling	_____
Milewski	_____		

REAL ESTATE PURCHASE AGREEMENT

THIS REAL ESTATE PURCHASE AGREEMENT (the “Agreement”) is made as of the date when both parties below have executed this Agreement (the “Effective Date”), by and between MATCOR AUTOMOTIVE (MICHIGAN), INC., a Michigan corporation, whose address is P.O. Box 503, Ionia, Michigan 48846 (the “Seller”), and CITY OF IONIA, a Michigan municipal corporation, whose address is P.O. Box 496, Ionia, Michigan 48846 (the “Purchaser”). (Purchaser and Seller are known collectively as the “Parties”).

AGREEMENT:

NOW, THEREFORE, for good and valuable consideration, the receipt of which is hereby acknowledged, the parties agree as follows:

1. Sale and Purchase. Seller agrees to sell and convey, and Purchaser agrees to purchase, on terms and conditions hereinafter stated, a vacant portion of the property located within the City of Ionia, County of Ionia, State of Michigan, with a commonly known address of 294 South Steele Street, Ionia, Michigan, as more fully described herein on the attached Exhibit A, together with all improvements, fixtures, easements, hereditaments, and appurtenances associated therewith, if any, but without any future land division rights (collectively the “Property”). The existing parcel owned by Seller’s with a parcel ID# of 34-201-110-000-025-01 from with the Property will be divided shall be referred to herein as the “Seller’s Retained Property”, and is more fully described on the attached Exhibit B.

2. Purchase Price. Purchaser shall pay to the Seller as the purchase price for the Property the sum of TWENTY-FIVE THOUSAND AND NO/100 (\$25,000.00) DOLLARS (the “Purchase Price”).

3. Closing. The closing and consummation of the transaction described in this Agreement (the “Closing”) shall take place fifteen (15) days after all contingencies have been satisfied or waived and all closing documents have been prepared, reviewed, and approved by the parties but no later than December 31, 2025.

4. Title.

a. Deeds. Seller shall convey title to the Property to Purchaser by Covenant Deed, attached at Exhibit C hereto and incorporated herein, subject to:

- i. all covenants, conditions, easements and restrictions of record including the restrictive covenants contained on Exhibit A of the Covenant Deed,
- ii. the exceptions that are permitted or deemed permitted by this Agreement,
- iii. all pertinent governmental laws, statutes, regulations, and requirements;
- iv. such state of facts that an accurate current survey and physical inspection of the Property would reveal; including, without limitation, all existing easements, restrictions, and encroachments, if any, and
- v. any title exceptions arising out of the acts of the Purchaser (collectively, the “Permitted Exceptions”).

b. Title Policy. At Closing, Purchaser shall be able to obtain an ALTA owner’s policy of title insurance in the amount of the Purchase Price without standard exceptions at Purchaser’s expense, provided Purchaser delivers to the Title Company a survey sufficient to remove the survey exception (the “Policy”).

c. Title Commitment; Title Objections. Within ten (10) days of the Effective Date, Purchaser shall order a commitment for the Policy showing the Seller as the owner of the Property in fee simple (the "Commitment") from a title company of the Seller's choosing (the "Title Company"). Within five (5) days of receipt of the Commitment, Purchaser may object to any matter disclosed in the Commitment ("Title Objections") by providing written notice to the Seller. If Purchaser raises Title Objections, Seller may, but need not, undertake cure or other action to ensure the removal of such Title Objections to Purchaser's satisfaction. If Seller will not undertake cure, it must notice Purchaser of such fact within 10 days of receipt of Purchaser's notice of Title Objections. If Seller is unable or unwilling to cure the Title Objection to Purchaser's satisfaction prior to or at Closing, Purchaser may either proceed to Closing taking title subject to any uncured Title Objections or terminate this Agreement upon written notice to Seller prior to Closing. Seller will be responsible for the payment of any mortgages or liens of an ascertainable amount recorded against the Property at Closing.

5. Due Diligence.

a. General Inspections. For sixty (60) days following the Effective Date, the Purchaser may, at the Purchaser's expense, make any inspections and perform any due diligence on the Property that the Purchaser deems appropriate (the "Inspection Period"). Such inspections and due diligence may include, without limitation, any and all title, survey, appraisal, physical, environmental, financial, legal, and other similar inspections. Purchaser shall provide to Seller copies of all surveys, tests and reports obtained by Purchaser for its due diligence activities promptly after Purchaser's receipt thereof.

b. Environmental Inspections. During the Inspection Period, Purchaser may conduct assessments, evaluations, and studies related to the environmental condition of the Property in a scope as determined by Purchaser, in its sole discretion and at its own expense, including phase I and phase II environmental site assessments, Baseline Environmental Assessments ("BEA"), as defined in Part 201 of Michigan's Public Act 451 of 1994, as amended ("Part 201") and/or due care plans or documentation of due care compliance pursuant to Part 201. Purchaser shall provide to Seller copies of environmental reports, documents, and data generated or obtained by Purchaser promptly after Purchaser's receipt thereof.

c. Access. During the Inspection Period, Purchaser and its officers, employees, contractors, agents, licensees, invitees, and assigns (collectively the "Agents") shall have full access to and may go upon the Property for purposes of performing the inspections and due diligence permitted under this paragraph 5 subject to compliance with the following provisions. Purchaser shall not be entitled to access Seller's Retained Property.

d. Purchaser's Undertaking. Purchaser and its contractors shall: (a) give at least 24 hours' prior written notice to Seller before they enter the Property and perform any testing; (b) not permit any liens to attach to the Property by reason of the exercise of its rights hereunder; (c) restore the Property to substantially the condition in which the same was found before any such inspection or tests were undertaken. Purchaser shall, at its sole cost and expense, comply with all applicable federal, state and local laws, statutes, rules, regulations, ordinances or policies in conducting its inspection of the Property, and its testing. To the extent permitted by law, Purchaser hereby indemnifies, protects, defends and holds Seller harmless from and against any and all losses, damages, claims, causes of action, judgments, damages, costs and expenses that Seller suffers or incurs as a direct result of (i) a breach of Purchaser's agreements set forth in this **Section 5** in connection with the testing or (ii) physical damage to the Property or bodily injury caused by any action of Purchaser or its agents, employees or contractors in connection with the right of inspection granted under this **Section 5**. Notwithstanding the foregoing, Purchaser shall have no obligation to indemnify Seller as a result of damage to the Property to the extent caused

by the negligent or willful misconduct of any party other than Purchaser or Purchaser's agents, employees or contractors, or as a result of the discovery or presence of any pre-existing conditions on the Property as long as Purchaser does not exacerbate such condition and then only to the extent of such exacerbation. This Section 5.d. shall survive the Closing or any termination of this Agreement.

e. Contingency. If any tests, inspections, or due diligence conducted under this paragraph are not acceptable to the Purchaser, the Purchaser shall, before the expiration of the Inspection Period, notify the Seller, in writing, that it has elected (in its sole discretion, reasonable or unreasonable) to terminate the Agreement. In the event that Purchaser elects to terminate, this Agreement shall be of no further force or effect, and none of the Parties shall have any further liability or obligation hereunder except where a provision expressly survives termination.

6. Land Division. Seller shall cooperate with Purchaser, at Purchaser's expense, and execute any documents or applications upon request of Purchaser necessary to divide the Property from Seller's Retained Property in accordance with the Michigan Land Division Act, Public Act No. 288 of 1967, and any other local laws or ordinance(s). Purchaser shall obtain all required land division surveys at Purchaser's expense and pay any application fee.

7. Seller's Deliveries. Within ten (10) days of the Effective Date, the Seller shall deliver to Purchaser copies of the following documents in Seller's possession or control (collectively, "**Seller's Deliveries**"):

- Existing surveys of the Property, if any; and
- Phase I or Phase II environmental site assessments of the Property, if any.

8. Taxes and Assessments. The parties agree that property taxes and assessments, if any, on the Property billed or to be billed in the current year shall be prorated on the basis of a calendar year proration, allocated between the Property and Seller's Retained Property based on acreage with the taxable value of any improvements on the Seller's Retained Property the responsibility of the Seller, with Seller paying for the period from January 1 of the current year through the day of Closing, and Purchaser paying the balance of the current year's taxes and assessments, if any. Purchaser shall be solely responsible for payment of all property taxes and assessments billed with respect to the Property after Closing.

9. Costs and Fees. Purchaser shall pay (a) the costs of the premium for a standard ALTA title insurance policy in the amount of the Purchase Price, and (b) the Title Company's closing fee and any recording fees. Purchaser shall pay for any endorsements to the Title Policy requested by the Purchaser beyond the standard ALTA policy. Purchaser shall be responsible for the payment of all state and county transfer taxes in connection with this transaction. The fees and expenses of Seller's designated representatives and attorneys shall be paid by Seller, and the fees and expenses of Purchaser's lender, designated representatives and attorneys shall be paid by Purchaser.

10. Representations and Warranties of Seller. The Seller represents and warrants to the Purchaser as follows, which representations and warranties shall remain true in all materials respects until, but no later than, the date of Closing:

- a.** Seller is duly organized, validly existing and in good standing under the laws of the state Michigan;
- b.** Seller has all necessary power and authority to enter into and perform its obligations under this Agreement and under any document or instrument required to be executed and delivered on behalf of Seller;
- c.** Seller has taken all necessary action to approve, execute, deliver, and perform this Agreement and the purchase contemplated herein, and this Agreement is the valid and binding obligation of Seller, enforceable against Seller in accordance with its terms;

d. Neither the execution, delivery or performance of this Agreement nor compliance herewith (i) conflicts or will conflict with or results or will result in a breach of or constitutes or will constitute a default under any governing documents of Seller, or any agreement or instrument to which Seller is a party or by which it is bound, or (ii) results in the creation or imposition of any lien, charge or encumbrance upon its property pursuant to any such agreement or instrument;

e. No litigation, action, suit, judgment, proceeding, or investigation is pending or outstanding before any forum, court, or governmental body, department or agency or, to the best of Seller's actual knowledge, threatened, that has the stated purpose or the probable effect of enjoining or preventing the Closing;

f. No insolvency proceeding, including, without limitation, bankruptcy, receivership, reorganization, composition, or arrangement with creditors, voluntary or involuntary, affecting Seller or any of Seller's assets or properties, is now or on the date of Closing will be pending or threatened.

g. Except for all of the express warranties, representations, covenants, conditions, terms and provisions of this Agreement and the closing documents as provided in Section 14, the Property shall be purchased by Purchaser in its "as is", "where is" and "with all faults" condition without any other representation or warranty by Seller as to the condition of the Property. Purchaser acknowledges and agrees that except as expressly set forth in this Agreement, Seller has not made, does not make and specifically negates and disclaims any representations, warranties, covenants, agreements, or guaranties of any kind or character whatsoever, whether express or implied, oral or written, past, present, or future, of, as, to, concerning or with respect to (a) the value, nature, quality, or condition of the Property, including, without limitation, the water, soil, and geology, (b) the suitability of the Property for any and all activities and uses that Purchaser may conduct thereon, (c) the compliance of or by the Property with any laws, rules, ordinances or regulations of any applicable governmental authority or body, (d) the habitability, merchantability, marketability, profitability, or fitness for a particular purpose of the Property, (e) the manner, quality, state of repair, or lack of repair of the Property, (f) compliance with any environmental protection, pollution, or land use laws, rules, regulations, orders, or requirements, including the existence in or on the Property of hazardous materials (as defined below), or (g) any other matter with respect to the physical condition of the Property. Purchaser further acknowledges and agrees that having been given the opportunity to inspect the Property, except for the express warranties and representations set forth in this Section 10 and the closing documents, if any, Purchaser is relying solely on its own investigation of the Property and not on any information provided or to be provided by Seller, and agrees to accept the Property and, if at all, waive all objections or claims against Seller (including, but not limited to, any right or claim of contribution) arising from or related to the Property. Seller is not liable or bound in any manner by any oral or written statement, representation, or information pertaining to the Property, or the operation thereof, furnished by any real estate broker, contractor, agent, employee, servant, or other person. Purchaser further acknowledges and agrees that to the maximum extent permitted by law, the purchase of the Property as provided for herein is made on an "as is" and "where is" condition and basis with all faults. The provisions of this Section shall survive Closing or any termination hereof

11. Representations and Warranties of Purchaser. The Purchaser represents and warrants to the Seller as follows, which representations and warranties shall remain true in all material respects until, but no later than, the date of Closing:

a. Purchaser has all necessary power and authority to enter into and perform this Agreement;

b. Purchaser has taken all necessary action to approve, execute, deliver, and perform this Agreement, no third-party consent is required, the person executing this Agreement on behalf of

Purchaser has authority to do so, and this Agreement is the valid and binding obligation of Purchaser, enforceable against Purchaser in accordance with its terms;

c. No litigation, action, suit, judgment, proceeding, or investigation is pending or outstanding before any forum, court, or governmental body, department or agency or, to the best of Purchaser's knowledge, threatened, that has the stated purpose or the probable effect of enjoining or preventing the Closing or which would adversely affect Purchaser's ability to perform its obligations hereunder.

12. Conditions Precedent to Purchaser's Obligation to Close. The obligation of Purchaser to purchase the Property shall be subject to the timely and full satisfaction of the following conditions precedent:

a. Each representation and warranty of Seller remaining true and accurate in all material respects as of the date of Closing.

b. Seller's not being in material default of any obligation under this Agreement.

c. There shall be no material adverse changes to the legal or physical characteristics of the Property that first arise after the expiration of the Inspection Period.

Purchaser may waive any of the conditions precedent to Purchaser's obligation to perform under this Agreement. If the conditions set forth in this paragraph are not satisfied or waived by Purchaser, then this Agreement shall terminate, and the Parties shall have no further obligations to each other except for such provisions that by their terms survive the termination of this Agreement.

13. Conditions Precedent to Seller's Obligation to Close. The obligation of Seller to sell the Property shall be subject to timely satisfaction or waiver of the following conditions precedent:

a. Each representation and warranty of Purchaser remaining true and accurate as of the date of Closing in all material respects.

b. Purchaser's not being in material default of any obligation under this Agreement.

Seller may waive any of the conditions precedent, in this paragraph 14, to Seller's obligation to perform under this Agreement. If the conditions set forth in this paragraph are not satisfied or waived by Seller, then this Agreement shall terminate, and the parties shall have no further obligations to each other except for such provisions that by their terms survive the termination of this Agreement.

14. Seller's Closing Obligations. At Closing, Seller shall execute and/or deliver, or cause to be executed and/or delivered, the following documents:

a. Seller shall execute and deliver the Covenant Deed;

b. An owner's affidavit as required by the Title Company to issue the Policy;

c. A closing statement; and

d. Any other documents reasonably requested by Purchaser or the Title Company to carry out the intentions of this Agreement.

15. Purchaser's Closing Obligations. At Closing, Purchaser shall execute and/or deliver, or cause to be executed and/or delivered, the following documents:

a. The Purchase Price in certified funds;

b. A closing statement;

c. Any other documents reasonably requested by Purchaser or the Title Company to carry out the intentions of this Agreement.

16. Brokers. Each party represents to the other that no salesperson, agent, broker or other third party was involved in this transaction to whom either party could incur liability for a commission or other compensation. Each party agrees to indemnify the other party and hold the other party harmless against any breach of the indemnifying party's representations in this paragraph.

17. Notices. Any notice or signature required or permitted by this Agreement shall be deemed to have been properly given, if in writing and delivered to the parties at the address as specified above, and shall be deemed received (a) upon delivery, if delivered in person, (b) one (1) business day after having been deposited for next day overnight delivery with a nationally recognized overnight courier service, or (c) two (2) business days after having been deposited in any U.S. post office or mail depository and sent by certified mail, postage paid, return receipt requested.

18. Waiver. No term, condition, covenant, or provision contained in this Agreement may be waived, except in writing, signed by the waiving party; no oral statements, course of conduct or course of dealings shall be deemed a waiver. No waiver by any party of any violation or breach of this Agreement shall be deemed or construed to constitute a waiver of any other violation or breach, or as a continuing waiver of any violation or breach.

19. Exclusivity. Through Closing (or the termination of this Agreement in accordance with its terms), the Seller shall not enter into any agreement to or otherwise act to market, solicit, entertain offers, or sell, modify, or transfer any interest in the Property unless with the Purchaser's prior consent.

20. Applicable Law; Construction. This Agreement will be interpreted, construed, enforced, and governed according to the laws of state of Michigan. Venue shall be in Ionia County. Both Parties either had professional and legal advice or the opportunity to obtain such advice, and this Agreement is deemed to be mutually drafted.

21. Severability. The invalidity or unenforceability of any provision of this Agreement will not affect the enforceability or validity of the remaining provisions and this Agreement will be construed in all respects as if such invalid or unenforceable provision were omitted. However, if the invalidity or unenforceability of any provision will affect the basic economic terms of this Agreement or materially affect the rights or obligations of either Party, then this Agreement will be deemed terminated.

22. Binding Effect. This Agreement shall be binding upon and inure to the benefit of the parties as well as their respective successors and assigns. Purchaser may not assign its interest in this Agreement without the prior written consent of Seller.

23. Entire Agreement. This Agreement represents the entire understanding between the Parties with respect to the subject matter hereof, and any prior discussion, negotiations and agreements between the parties are merged herein. No amendment or modification of this Agreement shall be enforceable except if in writing and signed by all of the Parties.

24. Counterparts; Electronic Signatures. This Agreement may be signed in counterparts or via facsimile or other electronic reproduction, each of which shall constitute an original document, but together shall be deemed to be one integrated agreement.

25. Time. Time is of the essence in the performance of each of the parties' respective obligations contained herein. If any date herein set forth for the performance of any obligations by Seller or Purchaser or for the delivery of any instrument or notice as herein provided should be on a Saturday, Sunday or legal holiday, the compliance with such obligations or delivery shall be deemed acceptable on the next business day following such Saturday, Sunday or legal holiday. As used herein, the term "legal holiday" means any state or federal holiday for which financial institutions or post offices are generally closed for observance thereof in the State in which the Property is located

IN WITNESS WHEREOF, the Parties have executed this Agreement on the date written below.

“SELLER”
MATCOR AUTOMOTIVE (MICHIGAN),
INC., a Michigan corporation

Date: _____, 2025

By:
Its:

“PURCHASER”
CITY OF IONIA, a Michigan municipal
corporation

Date: _____, 2025

By: John R. Milewski, II, Mayor

Date: _____, 2025

By: Jonathan Bowman, City Clerk

EXHIBIT A
Property Legal Description

Property located in the City of Ionia, Ionia County, Michigan, described as:

All that part of Lot 5, Hanigan and Baxter's Addition to the City of Ionia, Ionia County Michigan being more particularly described as:

Commencing at the Northeast corner of Section 19, Town 7 North, Range 6 West: thence South 03°47'44" West 2085.62 feet to the centerline of the main track of the Grand Trunk Western Railroad Company in the City of Ionia as described in the Warranty Deed recorded in Liber 634, Page 842; thence South 88°54'24" West 3502.84 feet along said centerline to a point on the easterly right of way of Steele Street (66 feet wide), said point being North 02°00'00" West 49.73 feet from a found pk nail; thence South 02°00'00" East 571.74 feet along said easterly right of way to a point 125.00 feet south of the Northwest earner of said Lot 5, said point being marked by a found 1/2 inch rebar; thence continuing South 02°00'00" East 73.18 feet to a set capped rebar, marked "W&W 4001069464" (hereinafter referred to as "set W&W capped rebar") for THE PLACE OF BEGINNING OF THIS DESCRIPTION; thence North 88°00'00" East 19.80 feet to a set W&W capped rebar; thence South 61°30'56" East 157.61 feet to a set W&W capped rebar; thence South 02°00'00" East 172.90 feet parallel with said Easterly right of way to a set W&W capped rebar on the easterly extension of the north line of Parcel 3A as described in the Covenant Deed recorded in Liber 614, Page 7283; thence North 88°19'15" West 155.62 feet along said north line and easterly extension, passing through a found Roosien capped rebar numbered "31604" 24.09 feet along said line, to a set W&W capped rebar on said Easterly right of way; thence North 02°00'00" West 251.98 feet along said right of way to the place of beginning.

Containing 33,851 square feet (0.78 acres), more or less and subject to all easements of record.

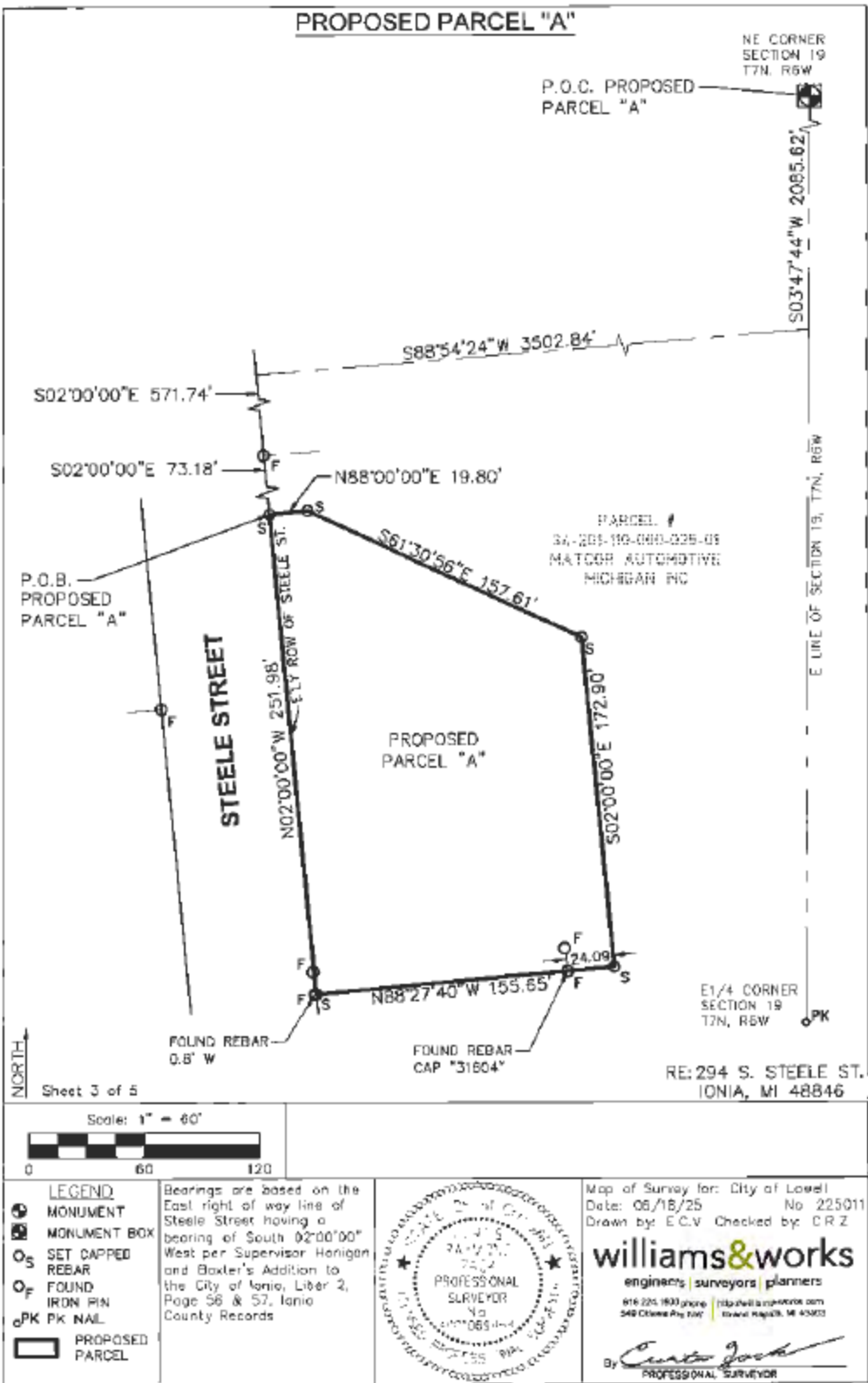


EXHIBIT B
Seller's Retained Property Legal Description

All that part of Lot 5, Hanigan and Baxter's Addition to the City of Ionia, Ionia County Michigan being more particularly described as:

Commencing at the Northeast corner of Section 19, Town 7 North, Range 6 West; thence South 03°47'44" West 2085.62 feet to the centerline of the main track of the Grand Trunk Western Railroad Company in the City of Ionia as described in the Warranty Deed recorded in Liber 634, Page 842; thence South 88°54'24" West 3502.84 feet along said centerline to a point on the easterly right of way of Steele Street (66 feet wide), said point being North 02°00'00" West 49.73 feet from a found pk nail; thence South 02°00'00" East 571.74 feet along said easterly right of way to a point 125.00 feet south of the Northwest corner of said Lot 5, said point being marked by a found 1/2 inch rebar, for THE PLACE OF BEGINNING OF THIS DESCRIPTION; thence North 88°58'58" East 811.79 feet; thence South 01°58'34" East 395.00 feet to the north line of Parcel 1 as described in the Special Warranty Deed recorded in Liber 614, Page 5958, Ionia County records; thence South 89°05'52" West 680.10 feet along said north line to a set capped rebar, marked "W&W 4001069464" (hereinafter referred to as "set W&W capped rebar") on the east line of Parcel 3B as described in the Covenant Deed recorded in Liber 614, Page 7283; thence North 02°00'00" West 70.00 feet parallel with said Easterly right of way line and along the east line of said Parcel 3B to a found Roosien capped rebar numbered "31604"; thence North 88°19'15" East 24.09 feet to a set W&W capped rebar; thence North 02°00'00" West 172.90 feet parallel with said Easterly right of way to a set W&W capped rebar; thence North 61°30'56" West 157.61 feet to a set W&W capped rebar; thence South 88°00'00" West 19.80 feet to a set W&W capped rebar on said Easterly right of way; thence North 02°00'00" West 73.18 feet along said right of way to the place of beginning.

EXHIBIT C
Covenant Deed

See Attached

COVENANT DEED

The Grantor, **MATCOR AUTOMOTIVE (MICHIGAN), INC.**, a Michigan corporation, whose address is P.O. Box 503, Ionia, Michigan 48846, for good and valuable consideration, conveys to the Grantee, CITY OF IONIA, a Michigan municipal corporation, whose address is P.O. Box 496, Ionia, Michigan 48846, the following described property situated in the City of Ionia, County of Ionia, and State of Michigan:

All that part of Lot 5, Hanigan and Baxter's Addition to the City of Ionia, Ionia County Michigan being more particularly described as:

Commencing at the Northeast corner of Section 19, Town 7 North, Range 6 West: thence South 03°47'44" West 2085.62 feet to the centerline of the main track of the Grand Trunk Western Railroad Company in the City of Ionia as described in the Warranty Deed recorded in Liber 634, Page 842; thence South 88°54'24" West 3502.84 feet along said centerline to a point on the easterly right of way of Steele Street (66 feet wide), said point being North 02°00'00" West 49.73 feet from a found pk nail; thence South 02°00'00" East 571.74 feet along said easterly right of way to a point 125.00 feet south of the Northwest earner of said Lot 5, said point being marked by a found 1/2 inch rebar; thence continuing South 02°00'00" East 73.18 feet to a set capped rebar, marked "W&W 4001069464" (hereinafter referred to as "set W&W capped rebar") for THE PLACE OF BEGINNING OF THIS DESCRIPTION; thence North 88°00'00" East 19.80 feet to a set W&W capped rebar; thence South 61°30'56" East 157.61 feet to a set W&W capped rebar; thence South 02°00'00" East 172.90 feet parallel with said Easterly right of way to a set W&W capped rebar on the easterly extension of the north line of Parcel 3A as described in the Covenant Deed recorded in Liber 614, Page 7283; thence North 88°19'15" West 155.62 feet along said north line and easterly extension, passing through a found Roosien capped rebar numbered "31604" 24.09 feet along said line, to a set W&W capped rebar on said Easterly right of way; thence North 02°00'00" West 251.98 feet along said right of way to the place of beginning.

(the "Property")

for the sum of TEN AND NO/100 (\$10.00) DOLLARS and other good and valuable consideration.

- A Real Estate Transfer Valuation Affidavit is being filed simultaneous with this document pursuant to MCL 207.504, 207.525.
- Together with all and singular the tenements, hereditaments and appurtenances thereunto belonging or in anywise appertaining thereto.

- Grantor covenants to and agrees with Grantee that subject to the Permitted Exceptions (as defined below) Grantor has not done, committed, or knowingly or willingly suffered to be done or committed any act that will cause the Property conveyed to be charged or encumbered in title, estate, or otherwise, and Grantor hereby binds itself and its successors and assigns to defend the Property conveyed unto the Grantee, its successors and assigns, forever, against the claims and demands of all persons claiming by, from, or under the Grantor, but against no other claims or persons.

This conveyance is subject to the following "Permitted Exceptions": (i) the permanent deed restrictions and restrictive covenants contained in Exhibit A attached hereto and incorporated herein; (ii) all covenants, conditions, easements and restrictions of record; (iii) zoning laws and all other governmental laws, statutes, ordinances, regulations and requirements affecting the premises; (iv) the rights of the public and of any governmental unit in any part thereof taken, used or deeded for street, road or highway purposes; (v) all taxes and special assessments which shall hereafter become due and payable; (vi) such state of facts that an accurate survey and physical inspection of the Property would reveal, including, without limitation, all existing easements, restrictions, and encroachments, if any; and (vii) any title exceptions arising out of the acts of Grantee.

- Grantor grants Grantee the right to make zero divisions under §108 of the Land Division Act, Act 288 of Public Acts of 1967 as shall be permissible under said Act for the property conveyed herein.
- This property may be located within the vicinity of farmland or a farm operation. Generally accepted agricultural and management practices which may generate noise, dust, odors, and other associated conditions may be used and are protected by the Michigan Right to Farm Act.

Dated this day of , 2025.

Signed:

MATCOR AUTOMOTIVE (MICHIGAN), INC., a Michigan corporation:

By: _____

Its: _____

STATE OF MICHIGAN)

) SS.

COUNTY OF _____)

The foregoing instrument was acknowledged before me on the ____ day of _____, 2025, by _____, the _____ of MATCOR AUTOMOTIVE (MICHIGAN), INC., a Michigan corporation, who is personally known to me or who have produced their driver's license as identification.

Notary Public
State of Michigan, County of _____
Acting in _____ County, Michigan
My Commission Expires: _____

Drafted by and after recording return to:
Jonathan Bowman, City Clerk
City of Ionia
P.O. Box 496
Ionia, MI 48846

Exhibit A To Covenant Deed

Restrictive Covenants

The Property is being conveyed by Grantor to Grantee subject to the following permanent restrictive covenants for the benefit of Grantor's Retained Property as described on the attached Exhibit B, incorporated herein by reference ("Restrictive Covenants"). The Restrictive Covenants are not coupled with a right of reverter for breach but run with the land and will be specifically enforceable by the Grantor, its successors and assigns and any owner of all or a portion of Grantor's Retained Property, against the Grantee, its successors and assigns. Should the Grantor or any successor or assign prevail in any legal proceeding to enforce any of the Restrictive Covenants, such party shall be entitled to recover from the Grantee its reasonable attorney's fees and expenses incurred.

- 1) The Property may remain vacant and unused, but if the Grantee elects to utilize the Property, it shall not be utilized for any use or purpose other than as a parking lot along with related improvements, facilities, and appurtenances to provide parking for motor vehicles of the general public to access nearby public recreational facilities and the City, at its sole cost and expense, shall pave such parking lot and shall maintain such parking lot in good order and repair.
- 2) The Property shall only be accessed from South Steele Street and not from Grantor's Retained Property.
- 3) Prior to the use of the Property, if any, the City, at its sole cost and expense, shall construct a barrier fence surrounding the perimeter of the Property, excluding the perimeter of the property line adjoining South Steele Street, to prohibit pedestrian access to Grantor's Retained Property. The City shall maintain such fence in good order and repair, at its sole cost and expense.
- 4) Prior to the use of the Property, if any, the City, at its sole cost and expense, shall install such storm drainage facilities as necessary to drain all storm water flow on the Property to the public storm drains in South Steele Street. The City shall maintain such storm drainage facilities in good order and repair, at its sole cost and expense.

Exhibit B To Covenant Deed

Grantor's Retained Property

All that part of Lot 5, Hanigan and Baxter's Addition to the City of Ionia, Ionia County Michigan being more particularly described as:

Commencing at the Northeast corner of Section 19, Town 7 North, Range 6 West; thence South 03°47'44" West 2085.62 feet to the centerline of the main track of the Grand Trunk Western Railroad Company in the City of Ionia as described in the Warranty Deed recorded in Liber 634, Page 842; thence South 88°54'24" West 3502.84 feet along said centerline to a point on the easterly right of way of Steele Street (66 feet wide), said point being North 02°00'00" West 49.73 feet from a found pk nail; thence South 02°00'00" East 571.74 feet along said easterly right of way to a point 125.00 feet south of the Northwest corner of said Lot 5, said point being marked by a found 1/2 inch rebar, for THE PLACE OF BEGINNING OF THIS DESCRIPTION; thence North 88°58'58" East 811.79 feet; thence South 01°58'34" East 395.00 feet to the north line of Parcel 1 as described in the Special Warranty Deed recorded in Liber 614, Page 5958, Ionia County records; thence South 89°05'52" West 680.10 feet along said north line to a set capped rebar, marked "W&W 4001069464" (hereinafter referred to as "set W&W capped rebar") on the east line of Parcel 3B as described in the Covenant Deed recorded in Liber 614, Page 7283; thence North 02°00'00" West 70.00 feet parallel with said Easterly right of way line and along the east line of said Parcel 3B to a found Roosien capped rebar numbered "31604"; thence North 88°19'15" East 24.09 feet to a set W&W capped rebar; thence North 02°00'00" West 172.90 feet parallel with said Easterly right of way to a set W&W capped rebar; thence North 61°30'56" West 157.61 feet to a set W&W capped rebar; thence South 88°00'00" West 19.80 feet to a set W&W capped rebar on said Easterly right of way; thence North 02°00'00" West 73.18 feet along said right of way to the place of beginning.

CITY OF IONIA
STAFF REPORT FOR COUNCIL AGENDA ITEM

Agenda Item: VII.4

TO: Mayor Milewski and Councilmembers
FROM: Precia Garland, City Manager
DATE: September 3, 2025
RE: Armory Building Shingle Replacement Project

Background:

A request for bid proposals was issued by the City on July 9 to remove and reshingle the east side roof of the Armory Building. This roof has suffered from repeated leaks and was included in the Capital Improvement Plan and FY25-26 operating budget for full replacement (east side roof only). On August 12, bids were opened and seven responses were received, as follows:

BIDDER	LOCATION	BID AMOUNT	RANK (FROM LOWEST TO HIGHEST)
BZAK Builders	Bay City, MI	\$29,172	6
Citi Roofing Co.	Waterford, MI	\$21,499	1
Central Michigan Building Services	Ionia, MI	\$25,945	4
Green Built Roofing	Byron Center, MI	\$28,727	5
Ostrander Roofing	Belding, MI	\$24,280	3
RoCo Enterprises	Holland, MI	\$22,000	2
Sterling Construction & Roofing	Livonia, MI	\$49,000* (bid entire roof replacement)	7

Citi Roofing Co. of Waterford, Michigan was the low bidder. Following the bid opening, references were checked and all were found to be very positive regarding Citi Roofing's performance. A follow-up call to Citi Roofing confirmed its bid price of \$21,499 and availability to perform the work, beginning approximately one week after bid award and contract execution. Funds to complete this project are budgeted and available in the Parks - Facilities Improvement Fund, 239-545.200-801.000.

Requested Action / Motion:

It is requested the Ionia City Council consider a motion to approve the low bid of \$21,499 by Citi Roofing Co., of Waterford, MI to complete the Armory Building Shingle Replacement Project.

Motion By:

Seconded By:

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

V. BID FORM: ARMORY SHINGLE REPLACEMENT PROJECT

The undersigned hereby declares that the instructions and specifications, including all appendixes, have been carefully examined, and that shingle removal and replacement will be done for the price set forth in this bid. It is understood and agreed that all bid pricing shall remain in effect for at least one ninety (90) days from the date of the bid opening to allow for the award of the bid and that if chosen the prices bid will remain firm. The undersigned bidder further agrees and understands that the City of Ionia reserves the right to reject any and all bids and the right to waive irregularities in bidding if it determines such action to be in the best interest of the city.

Bidding Company CITI ROOFING, CO.
Address/City/State/ZIP 6004 WILLIAMS LAKE RD.
WATERFORD MI. 48329
Phone 248-618-7164 E-mail ROSHKO@YAHOO.COM
Authorized Representative/Title K. GROZEV - PRESIDENT
Signature [Signature] Date 08-09-2025

City of Ionia, MI – Armory Shingle Replacement Project:**Materials**\$ 10,000.00**Labor**\$ 5,000.00**TOTAL BID**\$ 21,499.00

Length of time to project completion (in days)

2-3

Estimated start (in number of days) after receiving notice of award

WEEK**Additional Questions required to complete bid form:**

1. How is your company organized (corporation, partnership, etc.) and how long have you been in business? List the name and contact information for the owner, president, managing partner or CEO.

SINCE 2003
KRIS GROZEV - PRESIDENT / OWNER

2. Please provide the name and work experience of the project site supervisor you are assigning to this contract. This supervisor will be the main contact for the city and will oversee contract compliance, timeliness and work quality.

KRIS GROZEV - 20-25 YEARS

3. Has your company had a similar contract terminated for cause within the last three (3) years? If yes, please explain.

No!

4. Please provide the names, phone numbers and email addresses of at least three customers for whom you have performed carpet replacement services within the last five years. If possible, these customers should be governmental or public entities:

1. CANTON FIRE STATION 1
1100 CANTON CTR. RD
CANTON, MI. 48188
734-394-5100

Chris - Chief

- would go to work w/
- access coord. was good, clean-up was good.
- 7 days, very large roof.
- project about 2 yrs ago, no leaks.

2. MYSTIC CREEK GOLF COURSE
MILBARD, MI. 48380
JAY ANDREWS
313-943-3031

3. ST. CLAIR SHORES GOLF Club
22185 MASONIC ST.
MATT CRIPPEN - MANAGER
586-294-2000

- Refitted Cart Barn -
- started 1 wk. late due to weather
 - in & out - finished on time
 - good clean up.
 - no safety issues.
 - good communication
 - would use again

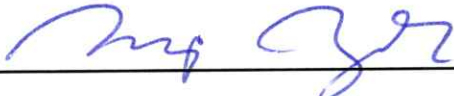
VI. NON-IRAN LINKED BUSINESS CERTIFICATION

Pursuant to Michigan law (Iran Economic Sanctions Act, Michigan PA 517 of 2012), before accepting any bid or proposal or entering into any contract for goods and services with any prospective vendor, the City of Ionia must obtain certification from the vendor that it is not an "Iran-Linked Business."

By signing below, I certify and agree on behalf of the company submitting this form and myself the following: (1) that I am duly authorized to legally bind the company submitting this proposal; (2) that the company submitting this proposal is not an "Iran-Linked Business," as that term is defined in Section 2(e) of the Iran Economic Sanctions Act, Michigan PA 517 of 2012; and (3) that I and the company submitting this proposal will immediately comply with any further certifications or information submissions requested by the city in this regard.

Company Name CITI ROOFING, CO.

Authorized Representative KRIS GROZEV - PRESIDENT
(printed name and title)

Signature  Date 08-09-2025



CITIROO-01

TLANSAW

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

11/19/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Acris Great Lakes Partners Insurance Services, LLC 223 West Grand River Ave #1 Howell, MI 48843	CONTACT NAME: PHONE (A/C, No, Ext): FAX (A/C, No): E-MAIL ADDRESS: INSURER(S) AFFORDING COVERAGE INSURER A : Cincinnati Specialty Underwriters Insurance Company INSURER B : Liberty Mutual Insurance Company INSURER C : INSURER D : INSURER E : INSURER F :	NAIC # 13037 23043
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COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PRO-JECT ☐ LOC OTHER:			CSU0179418	11/24/2024	11/24/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
	AUTOMOBILE LIABILITY ☐ ANY AUTO OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB ☐ OCCUR EXCESS LIAB ☐ CLAIMS-MADE DED ☐ RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N ☐	N/A	WC5-33S-B21D3F-011	12/3/2024	12/3/2025	PER STATUTE ☐ OTH-ER ☐ E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

****THIS INSURED'S CERT SUPERCEDES ANY PREVIOUS INSURED'S CERTS ISSUED TO DATE****

*****FOR INSURANCE VERIFICATION ONLY*****

CERTIFICATE HOLDER INSURED'S CERT ***FOR INSURANCE VERIFICATION ONLY***	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
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CITY OF IONIA
STAFF REPORT FOR COUNCIL AGENDA ITEM

Agenda Item: VII.5

TO: Mayor Milewski and Councilmembers
FROM: Precia Garland, City Manager
DATE: September 3, 2025
RE: IDART Bus Replacement Project

Background:

To keep Dial-A-Ride equipment operating within its expected useful life, department vehicles are typically budgeted and purchased to replace the oldest vehicles in the fleet as they meet/exceed their useful life and grant funding becomes available. Two vehicles are currently scheduled for replacement -- a 2013 Ford Eldorado with 141,610 miles and a 2017 Ford Champion with 102,073 miles (as of 8-26-25). The specified replacement buses will consist of a Champion/Forest River body mounted onto a Ford F450 chassis. Competitive pricing is available by ordering through the state-negotiated contract, supplied by Hoekstra Transportation, Inc. of Grand Rapids, MI. The current State of Michigan Contract pricing for two (2) 14 passenger buses as basically specified above, to also include two securement positions, lift equipment, gas engines, and camera/DVR systems, is \$316,710 (\$158,355 each). See the following vehicle order form for all details. Funds have been budgeted for this purchase in the Dial-A-Ride Fund, 588-570.000-807.700 - State Grants - Capital Projects. This project will be 100% state grant funded.

Requested Action / Motion:

It is requested the Ionia City Council consider making a motion to approve the purchase of two new Dial-A-Ride buses from Hoekstra Transportation, Inc. for the total State of Michigan Contract price of \$316,710.

Motion By:

Seconded By:

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



VEHICLE ORDER FORM - Hoekstra - Champion/Forest River
Small Class II Metal Cage Bus Only
158"(min) Wheelbase (21-23 ft) 176" Wheelbase (24-25 ft)
7 year / 200,000 miles

Instructions: (1) Complete sections I & II. (2) For sections III and IV, simply type in the quantity and the form will automatically calculate costs. (3) For section V (local options), type in the quantity, item descriptions, and unit prices as the form will automatically calculate costs. (4) Sign and date the form in section VII. (5) Submit completed and signed form to the vendor. (6) Once new bus is received and accepted, a copy of this completed form shall be submitted to MDOT with payment request (see *State Vehicle Purchasing Program Guidelines*).

Revision Date: 4/3/25

I	Contact Information							
	Transit Agency Name:		Sample Ionia DAR					
	Contact Name:							
	Phone Number:							
	E-mail:							
	FORD FIN CODE							
	TAX ID #							
II	Funding, Contract and Vehicle Information							
	Program		Vehicle Base Color		Color Code			
	Agency Contract No.		Vehicle Color Top					
	State Vehicle Contract No.		250000000580		Striping Color			
	Vendor Name		Hoekstra Transportation, Inc.		Striping Width			
	Body Manufacturer		Champion/Forest River		Seating Color			Vinyl: ☐ Tan ☐ Gray ☐ Blue Fabric: ☐ Synergy Gray ☐ Synergy Blue
	Chassis/ Manufacturer		Ford (Gas Only - No Diesel Available)		Flooring			☐ Tan ☐ Gray
III	Base Vehicle Floor Plans							
		Qty	Description	Price Each	Total Price	Low Bidder Price	Federal/State Share	Local Share
			Vinyl Seat Covers 158" (min) Wheelbase (21-23 ft) 176" Wheelbase (24-25 ft)					
	A		18 passenger without lift	\$110,360.00	\$0.00	\$110,360.00	\$0.00	\$0.00
	B		10 + 1 passenger with lift	\$120,570.00	\$0.00	\$120,570.00	\$0.00	\$0.00
	C	2	8 + 2 passenger with lift	\$124,676.00	\$249,352.00	\$124,676.00	\$249,352.00	\$0.00
	D		4 + 2 passenger with lift	\$128,826.00	\$0.00	\$128,826.00	\$0.00	\$0.00
	E		22 passenger without lift	\$114,651.00	\$0.00	\$114,651.00	\$0.00	\$0.00
	F		6 + 2 passenger with lift	\$124,724.00	\$0.00	\$124,724.00	\$0.00	\$0.00
	G		10 + 2 passenger with lift	\$128,449.00	\$0.00	\$128,449.00	\$0.00	\$0.00
	H		4 + 2 passenger with lift	\$132,804.00	\$0.00	\$132,804.00	\$0.00	\$0.00
			Fabric Seat Covers 158" (min) Wheelbase (21-23 ft) 176" Wheelbase (24-25 ft)					
	I		18 passenger without lift	\$110,631.00	\$0.00	\$110,631.00	\$0.00	\$0.00
	J		10 + 1 passenger with lift	\$120,780.00	\$0.00	\$120,780.00	\$0.00	\$0.00
	K		8 + 2 passenger with lift	\$124,856.00	\$0.00	\$124,856.00	\$0.00	\$0.00
	L		4 + 2 passenger with lift	\$129,067.00	\$0.00	\$129,067.00	\$0.00	\$0.00
	M		22 passenger without lift	\$114,982.00	\$0.00	\$114,982.00	\$0.00	\$0.00
	N		6 + 2 passenger with lift	\$124,965.00	\$0.00	\$124,965.00	\$0.00	\$0.00
	O		10 + 2 passenger with lift	\$128,660.00	\$0.00	\$128,660.00	\$0.00	\$0.00
	P		4 + 2 passenger with lift	\$133,075.00	\$0.00	\$133,075.00	\$0.00	\$0.00
	Total	2		Base Vehicle Totals	\$249,352.00		\$249,352.00	\$0.00
IV	Contract Options							

	Qty	Contract Options	Price Each	Total Price	Low Bidder Price	Federal/State Share	Local Share
1		Air Conditioning – Split System-Skirt Mounted Condenser	\$10,468.00	\$0.00	\$10,468.00	\$0.00	\$0.00
2	2	Air Conditioning – Split System-Roof Mounted Condenser	\$12,876.00	\$25,752.00	\$12,876.00	\$25,752.00	\$0.00
3		Air Conditioning - Rooftop System	\$15,539.00	\$0.00	\$15,539.00	\$0.00	\$0.00
4		Auxiliary Coolant Heater	\$2,894.00	\$0.00	\$2,894.00	\$0.00	\$0.00
5		Auxiliary Air Heater	\$4,351.00	\$0.00	\$4,351.00	\$0.00	\$0.00
6		Destination Sign – Roller Curtain	\$3,074.00	\$0.00	\$3,074.00	\$0.00	\$0.00
7		Destination Sign – LED	\$5,991.00	\$0.00	\$5,991.00	\$0.00	\$0.00
8		Donation box (in lieu of standard farebox – deduct)	-\$1,602.00	\$0.00	-\$1,602.00	\$0.00	\$0.00
9	2	Driver Side Running Board/Steps/Grab Handle	\$611.00	\$1,222.00	\$611.00	\$1,222.00	\$0.00
10		Farebox Electrical Prep Only (less standard farebox- deduct)	-\$1,788.00	\$0.00	-\$1,788.00	\$0.00	\$0.00
11	2	Limited Slip Differential	\$322.00	\$644.00	\$322.00	\$644.00	\$0.00
12		Rear Emergency Exit Window	-\$966.00	\$0.00	-\$966.00	\$0.00	\$0.00
13		Paint - One stripe	\$1,223.00	\$0.00	\$1,223.00	\$0.00	\$0.00
14		Paint - Roof second color	\$1,303.00	\$0.00	\$1,303.00	\$0.00	\$0.00
15		Paint - Different Full body	\$5,574.00	\$0.00	\$5,574.00	\$0.00	\$0.00
16		Reflective Vinyl Belt Stripe	\$712.00	\$0.00	\$712.00	\$0.00	\$0.00
17		Lift – Type I (in lieu of standard lift - deduct)	-\$1,363.00	\$0.00	-\$1,363.00	\$0.00	\$0.00
18		Lift – Type II – Powered outer barrier (in lieu of standard lift)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
20		Wheelchair Single Point Securement System (in lieu of one standard L-Track position)	\$565.00	\$0.00	\$565.00	\$0.00	\$0.00
21		Recessed Wheelchair Securement Station	\$7,631.00	\$0.00	\$7,631.00	\$0.00	\$0.00
22		Additional Wheelchair Position – L Track System	\$1,229.00	\$0.00	\$1,229.00	\$0.00	\$0.00
23	4	Additional Wheelchair Position – Single Point System	\$1,564.00	\$6,256.00	\$1,564.00	\$6,256.00	\$0.00
24		Portable Oxygen Tank Holder	\$361.00	\$0.00	\$361.00	\$0.00	\$0.00
25		Assistive Blue Loop Straps	\$100.00	\$0.00	\$100.00	\$0.00	\$0.00
26	2	Two-way radio prep package	\$425.00	\$850.00	\$425.00	\$850.00	\$0.00
27	2	Radio - AM/FM stereo system w/ four speakers	\$363.00	\$726.00	\$363.00	\$726.00	\$0.00
28		Public Address (PA) System Only w/ two speakers	\$305.00	\$0.00	\$305.00	\$0.00	\$0.00
29		Radio – AM/FM/PA System w/ four speakers	\$489.00	\$0.00	\$489.00	\$0.00	\$0.00
30		Radio – Speaker only (additional)	\$28.00	\$0.00	\$28.00	\$0.00	\$0.00
31	2	Raised Flooring (No Wheel Wells)	\$1,043.00	\$2,086.00	\$1,043.00	\$2,086.00	\$0.00
32	2	Entrance Stepwell Heater	\$201.00	\$402.00	\$201.00	\$402.00	\$0.00
33		Manual Entrance Door (no charge)	-\$201.00	\$0.00	-\$201.00	\$0.00	\$0.00
34	2	Power Seat Base (Driver)	\$698.00	\$1,396.00	\$698.00	\$1,396.00	\$0.00
35		Alternate Engine - CNG Class II - Dedicated	\$30,434.00	\$0.00	\$30,434.00	\$0.00	\$0.00
37		Alternate Engine LPG 40 GGE Class II - Dedicated	\$22,130.00	\$0.00	\$22,130.00	\$0.00	\$0.00
38		Alternate Engine LPG 64 GGE Class II - Dedicated	\$26,841.00	\$0.00	\$26,841.00	\$0.00	\$0.00
40		Alternate Engine LPG 24 GGE Class II - Bi-fuel	\$15,258.00	\$0.00	\$15,258.00	\$0.00	\$0.00
41		Stop Request System	\$654.00	\$0.00	\$654.00	\$0.00	\$0.00

42		Back-up Sensor System	\$650.00	\$0.00	\$650.00	\$0.00	\$0.00
43	2	Back-up Camera System (no charge)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
44		Video Surveillance – Two Camera System	\$2,372.00	\$0.00	\$2,372.00	\$0.00	\$0.00
45		Video Surveillance - Four Camera System	\$2,714.00	\$0.00	\$2,714.00	\$0.00	\$0.00
46	2	Video Surveillance - Six Camera System	\$3,234.00	\$6,468.00	\$3,234.00	\$6,468.00	\$0.00
47	2	Video Surveillance - DVR System Upgrade	\$702.00	\$1,404.00	\$702.00	\$1,404.00	\$0.00
48		Video Surveillance – Extra Interior Cameras	\$310.00	\$0.00	\$310.00	\$0.00	\$0.00
49		Video Surveillance – Extra Exterior Cameras	\$440.00	\$0.00	\$440.00	\$0.00	\$0.00
50		Video Surveillance Prep Package	\$52.00	\$0.00	\$52.00	\$0.00	\$0.00
51	2	Rear Suspension Assist System - Mor/Ryde RS	\$1,363.00	\$2,726.00	\$1,363.00	\$2,726.00	\$0.00
52		Rear Suspension Assist System - Liquid Spring Hydraulic	\$10,627.00	\$0.00	\$10,627.00	\$0.00	\$0.00
53		Spare Tire - Steer Axle - Only one spare tire per bus will be funded by MDOT	\$494.00	\$0.00	\$494.00	\$0.00	\$0.00
54	2	Spare Tire - Drive Axle - Only one spare tire per bus will be funded by MDOT	\$494.00	\$988.00	\$494.00	\$988.00	\$0.00
55	2	Entry Door Grab Handles	\$261.00	\$522.00	\$261.00	\$522.00	\$0.00
56		Ceiling Handrails	\$415.00	\$0.00	\$415.00	\$0.00	\$0.00
57	2	Wheelchair Lift Plexiglass Barriers	\$126.00	\$252.00	\$126.00	\$252.00	\$0.00
58		Bike Rack - Three Position	\$4,502.00	\$0.00	\$4,502.00	\$0.00	\$0.00
59		Bike Rack - Standard	\$2,687.00	\$0.00	\$2,687.00	\$0.00	\$0.00
60		Yellow Seatback Grab Handles	\$74.00	\$0.00	\$74.00	\$0.00	\$0.00
61	2	OEM Chassis Cruise Control	\$221.00	\$442.00	\$221.00	\$442.00	\$0.00
62	2	Strobe Light	\$257.00	\$514.00	\$257.00	\$514.00	\$0.00
63		Alternate Flooring Manufacturer	\$409.00	\$0.00	\$409.00	\$0.00	\$0.00
64		Blind Spot Assist Mirrors	\$4,567.00	\$0.00	\$4,567.00	\$0.00	\$0.00
Seating is standard in base vehicle floor plan. Only use options below to modify floor plan.							
65		Seating – Forward Facing Standard Double Seat – Vinyl	\$1,379.00	\$0.00	\$1,379.00	\$0.00	\$0.00
66		Seating – Forward Facing Standard Double Seat – Fabric	\$1,302.00	\$0.00	\$1,302.00	\$0.00	\$0.00
67		Seating – Forward Facing Standard Double Seat – Vinyl (Deduct)	-\$1,178.00	\$0.00	-\$1,178.00	\$0.00	\$0.00
68		Seating – Forward Facing Standard Double Seat – Fabric (Deduct)	-\$1,302.00	\$0.00	-\$1,302.00	\$0.00	\$0.00
69	6	Seating – Forward Facing Double Fold-A-Way – Vinyl	\$1,893.00	\$11,358.00	\$1,893.00	\$11,358.00	\$0.00
70		Seating – Forward Facing Double Fold-A-Way – Fabric	\$1,817.00	\$0.00	\$1,817.00	\$0.00	\$0.00
71		Seating – Forward Facing Double Fold-A-Way – Vinyl (Deduct)	-\$1,692.00	\$0.00	-\$1,692.00	\$0.00	\$0.00
72		Seating – Forward Facing Double Fold-A-Way – Fabric (Deduct)	-\$1,817.00	\$0.00	-\$1,817.00	\$0.00	\$0.00
73		Seating – Single Flip-up – Vinyl	\$986.00	\$0.00	\$986.00	\$0.00	\$0.00
74		Seating – Single Flip-up – Fabric	\$998.00	\$0.00	\$998.00	\$0.00	\$0.00
75	-2	Seating – Double Flip-up – Vinyl	\$1,580.00	-\$3,160.00	\$1,580.00	-\$3,160.00	\$0.00
76		Seating – Double Flip-up – Fabric	\$1,604.00	\$0.00	\$1,604.00	\$0.00	\$0.00
77		Seating – Double w/Single Integrated Child Seat (ICS) - Vinyl	\$2,145.00	\$0.00	\$2,145.00	\$0.00	\$0.00
78		Seating – Double w/Single Integrated Child Seat (ICS) – Fabric	\$2,169.00	\$0.00	\$2,169.00	\$0.00	\$0.00
79	2	Seating – Double w/Single Integrated Child Seat (ICS) – Vinyl (Deduct)	-\$2,045.00	-\$4,090.00	-\$2,045.00	-\$4,090.00	\$0.00

	80		Seating – Double w/Single Integrated Child Seat (ICS) – Fabric (Deduct)	-\$2,169.00	\$0.00	-\$2,169.00	\$0.00	\$0.00			
	81		Seating – Double w/Double Integrated Child Seat (ICS) - Vinyl	\$2,773.00	\$0.00	\$2,773.00	\$0.00	\$0.00			
	82		Seating – Double w/Double Integrated Child Seat (ICS) - Fabric	\$2,747.00	\$0.00	\$2,747.00	\$0.00	\$0.00			
	83		Seating - Rear five place passenger - Vinyl	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$0.00			
	84		Seating - Rear five place passenger - Fabric	\$2,375.00	\$0.00	\$2,375.00	\$0.00	\$0.00			
			Contract Options Total		\$56,758.00		\$56,758.00	\$0.00			
			Base + Contract Option Subtotal		\$306,110.00		\$306,110.00	\$0.00			
V	Non-Specified Alternate Options (Paid with Federal/State)										
A l t e r n a t e		Qty	Enter Item Description Below	Enter Unit Price Below	Total Price	Low Bidder Price	Federal/State Share	Local Share			
	1		Alt. Video Surveillance – Two Camera System		\$0.00	\$2,372.00	\$0.00	\$0.00			
	2		Alt. Video Surveillance - Four Camera System		\$0.00	\$2,714.00	\$0.00	\$0.00			
	3		Alt. Video Surveillance - Six Camera System		\$0.00	\$3,234.00	\$0.00	\$0.00			
	4		Alt. Video Surveillance - DVR System Upgrade		\$0.00	\$702.00	\$0.00	\$0.00			
	5		Alt. Video Surveillance – Extra Interior Cameras		\$0.00	\$310.00	\$0.00	\$0.00			
	6		Alt. Video Surveillance – Extra Exterior Cameras		\$0.00	\$440.00	\$0.00	\$0.00			
	7		Alt. Bike Rack (if different than brand above)		\$0.00	\$2,687.00	\$0.00	\$0.00			
	8	2	Decals/Branding - Limit \$3000	\$3,000.00	\$6,000.00	\$3,000.00	\$6,000.00	\$0.00			
	9	2	Two-way Radio	\$2,300.00	\$4,600.00		\$4,600.00	\$0.00			
			Reimbursable Options Subtotal	\$10,600.00		\$10,600.00	\$0.00				
VI	Non-Specified Local Options (Paid 100% Locally)										
O p t i o n s		Qty	Enter Item Description Below	Enter Unit Price Below	Total Price	Local Share					
	1				\$0.00	\$0.00					
	2				\$0.00	\$0.00					
	3				\$0.00	\$0.00					
	4				\$0.00	\$0.00					
	Non-specified Alternate and Local Options (Paid 100% Locally) subtotal					\$0.00	\$0.00				
	Total (Base + Contract Options + Alternate Options + Local Options)					\$316,710.00	\$0.00				
	Optional: Administrative Fee			Not to exceed: \$3,167.10		\$3,167.10					
	Grand Total					\$319,877.10	\$0.00				
VII	Comments										

CITY OF IONIA
STAFF REPORT FOR COUNCIL AGENDA ITEM

Agenda Item: VII.6

TO: Mayor Milewski and Councilmembers
FROM: Precia Garland, City Manager
DATE: September 3, 2025
RE: Fiber Optic Switch Replacement Project

Background:

To facilitate access to the internet and various computer connections across the City's various buildings, it is necessary to possess a multi-channel fiber network switch. The switch functions by directing data traffic between servers and storage devices that need high-reliability and rapid data transfer. The City's primary switch, a Cisco Catalyst 3850, was installed in 2016 and is reaching the end of its reliability and useful life. The average life of a network switch is between five and seven years. Additionally, tech support for this switch will end on October 31, 2025.

The City's capital improvement plan anticipated the need to replace several switches during FY25-26, and quotes were recently sought to replace the Cisco Catalyst 3850 switch. Two quotes were received, as follows:

Vendor	Location	Switch Model	Price
Sentinel Technologies	Downers Grove, IL	Cisco Catalyst 9300-X	\$13,326.00
CDW-G	Vernon Hills, IL	Cisco Catalyst 9300-X	\$17,743.28
VC3	Columbia, SC	Cisco Catalyst 9300-X	\$21,575.00

Funding for this purchase has been budgeted in General Fund account 101-258.000-980.000, Data Processing Department - Capital Outlay.

Requested Action / Motion:

It is requested the Ionia City Council consider making a motion to approve the purchase of a Cisco Catalyst 9300-X fiber network switch from Sentinel Technologies of Downers Grove, IL, for \$13,326.

Motion By:

Seconded By:

Roll Call Vote:	Lee	_____	Winters	_____
	Cook	_____	Patrick	_____
	Millard	_____	Waterman	_____

Starr _____ Cowling _____
Milewski _____



Cisco C9300 Switch

Contract # 025984

Prepared for:

City of Ionia

Chris Hyzer
chyzer@ci.ionia.mi.us

Prepared by:

Sentinel Technologies, Inc

Brian Merucci
6163655529
bmerucci@sentinel.com

Appendix A

-

This Appendix A is governed by the Master Services Agreement by and between Sentinel Technologies, Inc., (Contractor) with principal offices at 2550 Warrenville Road, Downers Grove, Illinois 60515, and City of Ionia with principal offices at 114 N. Kidd Street Ionia, MI .

Hardware/Software Only

-

Hardware/Software only purchase of items listed in the Pricing Summary. No installation or professional services provided.

Bill of Materials

Product Description	Qty	Price	Ext. Price
<i>Solution Subscriptions - Unless explicitly indicated otherwise within this contract, the below term for these subscription services will automatically renew, absent at least ninety (90) days' notice of cancelation by Customer before the start of the renewal term. For subscription services that do not automatically renew, Customer must provide Sentinel with at least ninety (90) days' notice of its intention to renew the services and shall hold Sentinel harmless from any service interruption to result from the cessation of services due to Customer's failure to provide timely notice as stated herein.</i>			
Catalyst 9300X 24x25G Fiber Ports, modular uplink Switch	1	\$11,583.00	\$11,583.00
715W AC 80+ platinum Config 1 Powe	1	\$0.00	\$0.00
NO SECONDARY POWER SUPPLY SELECTED	1	\$0.00	\$0.00
NORTH AMERICA AC TYPE A POWER CABLE	1	\$0.00	\$0.00
50CM TYPE 1 STACKING CABLE	1	\$47.00	\$47.00
CATALYST STACK POWER CABLE 150 CM - UPGR	1	\$47.00	\$47.00
No SSD Card Selected	1	\$0.00	\$0.00
RUBBER FEET FOR TABLE TOP SETUP 9200 and 9300	1	\$0.00	\$0.00
12-24 and 10-32 SCREWS FOR RACK INSTALLATION, QTY 4	1	\$0.00	\$0.00
1RU CABLE MANAGEMENT GUIDES 9200 and 9300	1	\$0.00	\$0.00
Catalyst 9300 2 x 40G/100G Network Module QSFP+/QSFP28	1	\$1,182.00	\$1,182.00
CONFIG 1 POWER SUPPLY BLANK	1	\$0.00	\$0.00
CAT9300/9400/9500/9600 UNIVERSAL	1	\$0.00	\$0.00
C9300 DNA ESSENTIALS, TERM LICENSE	1	\$0.00	\$0.00
CISCO DNA SPACES EXTEND TERM LICENSE FOR CATALYST SWITCHES	1	\$0.00	\$0.00
C9300 NETWORK ESSENTIALS, 24-PORT LICENSE	1	\$0.00	\$0.00
NETWORK PLUG-N-PLAY LICENSE FOR ZERO-TOU	1	\$0.00	\$0.00
DNA Subscriptions - 36 Months			

Bill of Materials

Product Description	Qty	Price	Ext. Price
Initial Term: 36 Months Requested Start Date: Upon Order Billing Model: Prepaid Renewal Term: Requote			
DNA ESSENTIALS 3 YEAR LICENSE	1	\$467.00	\$467.00
CISCO DNA SPACES EXTEND FOR CATALYST SWITCHING - 3YEAR	1	\$0.00	\$0.00
Subtotal:			\$13,326.00



Cisco C9300 Switch

Prepared by:

Sentinel Technologies, Inc

Brian Merucci

6163655529

bmerucci@sentinel.com

Prepared for:

City of Ionia

114 N. Kidd Street

ionia, MI

Chris Hyzer

chyzer@ci.ionia.mi.us

Contract Information:

Contract # 025984

Version: 1

Delivery Date: 08/27/2025

Expiration Date: 09/26/2025

Quote Summary

Description	Amount
Bill of Materials	\$13,326.00

Total: \$13,326.00

Taxes, shipping, handling and other fees may apply. We reserve the right to cancel orders arising from pricing or other errors.

Regarding the resale of any products, pricing may be subject to a manufacturer price increase before the expiration date of the quote.

Total Project - Project Total Cost is based on the combined purchase of all Hardware/Software, Professional Services and Solution Maintenance from Sentinel as detailed in the attached Bill of Materials. Unbundling or materially reducing any of these essential elements of the solution may result in modifications to the cost of the remaining elements.

Terms and Conditions

By signing below, Customer agrees that the products and services being purchased through this contract are subject to the Sentinel Technologies Terms and Conditions, as applicable, located at <https://sentinel.com/Terms-and-Conditions> unless expressly provided herein or otherwise addressed in a separate Agreement between the parties.

Invoice Terms

Hardware: Upon Shipment

Payment Terms: Net 30

Sentinel Technologies, Inc

City of Ionia

Signature:

Name:

Robert Lenartowicz

Title:

Chief Operating Officer

Date:

08/27/2025

Signature:

Name:

Title:

Date:

CITY OF IONIA
STAFF REPORT FOR COUNCIL AGENDA ITEM

Agenda Item: VII.7

TO: Mayor Milewski and Councilmembers
FROM: Precia Garland, City Manager
DATE: September 3, 2025
RE: Rate Change - Foster, Swift, Collins & Smith, PC

Background:

The City of Ionia first engaged the services of labor attorney Michael Kluck in 2021 during Gregg Guetschow's term as interim city manager. Shortly thereafter, the City's relationship with Mr. Kluck was formalized through a "Letter of Engagement," approved by City Council on June 1, 2021, based on Section 212.03 of the Codified City Ordinances, which permits the employment of professional services without competitive bidding. Mr. Kluck has provided continuous, expert legal services to the City on a myriad of labor issues since that time. In October 2023, a new Letter of Engagement was approved when Mr. Kluck relocated his practice with the law firm of Foster, Swift, Collins & Smith, P.C. Following this communication is a copy of that Letter of Engagement. At that time and up to today, our preferred client rate for Mr. Kluck's services has been \$210 per hour.

Mr. Kluck recently contacted the City, requesting a change in the preferred client rate from \$210 to \$250 per hour, to be effective September 1, 2025. Please note that Mr. Kluck's normal billing rate is \$370 as a Senior Attorney when not performing work for a preferred client. The requested rate change further proposes an annual increase on September 1, 2026 and thereafter, to be adjusted by the cost of living but not to exceed 5% in any subsequent year. For comparison, the rate currently paid to Bloom & Sluggett, PC the City's attorney for general municipal services, is \$240 per hour.

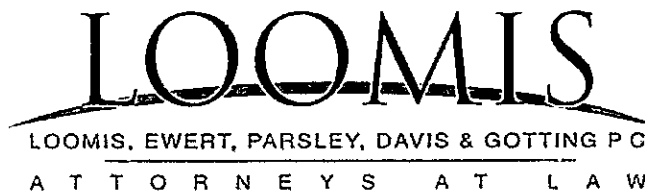
Requested Action / Motion:

It is requested the Ionia City Council consider a motion to approve the new rate of \$250 per hour for continued labor law services from attorney Michael Kluck, to be adjusted annually each September 1 by the cost of living (consumer price index) or 5%, whichever is less.

Motion By:

Seconded By:

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



KARL L. GOTTING⁵
JAMES R. NEAL⁶
MICHAEL G. OLIVA
MICHAEL H. RHODES
JEFFREY S. THEUER¹
SARA L. CUNNINGHAM
JAMES F. ANDERTON, V²
MICHAEL R. KLUCK³
GABRIELLE C. LAWRENCE³
BRANDON W. WADDELL⁴
MCKENNA S. RIVERS

PAULA K. MANIS PLLC⁵
KENNETH W. BEALL⁵
KELLY REED LUCAS⁵
MICHAEL A. HOLME⁵

JACK C. DAVIS
(1938 – 2020)

¹ ALSO LICENSED IN MD
² ALSO LICENSED IN FL
³ ALSO LICENSED IN GA
⁴ ALSO LICENSED IN TX
⁵ OF COUNSEL

MICHAEL R. KLUCK
Telephone: 517-482-2400
Fax: 517-853-8619
mrkluck@loomislaw.com

October 18, 2023

MS. PRECIA GARLAND

City Manager
CITY OF IONIA
114 N. Kidd Street
P.O. Box 496
Ionia, MI 48846

Dear Valued Client:

The law firm of Loomis, Ewert, Parsley, Davis & Gotting, P.C. (Loomis) will be dissolving effective November 27, 2023. While this was not previously anticipated, I am pleased to advise you that I and most of the Loomis team will be together two blocks away at Foster, Swift, Collins & Smith, P.C. I and the Firm's members will provide the same level of excellent representation you have come to know and expect, with even greater resources. I will relocate to the Foster Swift location in downtown Lansing at 313 S. Washington Square, Lansing, Michigan 48933. The fee agreement we have with you will be honored and, as in the past, not modified without a request to you for an adjustment.

Our billing statement for services rendered after November 27, 2023, will be on Foster, Swift, Collins & Smith, P.C. invoice forms since the Foster firm will be providing both billing and representation support. Please be assured that I will review all bills before they are submitted.

I am delighted to be able to connect with Foster, Swift, Collins & Smith, P.C., a prestigious and highly respected law firm. Together we can provide a myriad of additional legal services to you. We will provide you with our new phone, email and other contact information in a later communication.

Your continued support as this transition takes place will be appreciated beyond measure. Would you please sign below your consent to have your files transfer with me and for a change in the billing arrangement.

Very truly yours,

LOOMIS, EWERT, PARSLEY, DAVIS
& GOTTING, P.C.



Michael R. Kluck
Attorney at Law

MRK/rle

On behalf of the City of Ionia consent is hereby given for the transfer of our files and representation to Michael Kluck and the Foster, Swift, Collins & Smith, P.C. law firm.



Dated: 10-20-23

Michael R. Kluck

P: 517.371.8292 • F: 517.371.8200

or MKluck@fosterswift.com

313 S. Washington Square
Lansing, MI 48933-2193

August 1, 2025

Ms. Precia Garland
City Manager
CITY OF IONIA
P. O. Box 496
114 N. Kidd Street
Ionia, MI 48846

Re: Change in Preferred Client Rate

Dear Ms. Garland:

The attorney-client relationship that has been established with you is very important. Its foundation was built on the assurance you would receive excellent professional service and in return a fair rate of compensation would be paid.

I have always afforded you a preferred-client billing rate. The Foster Swift firm embraces the ability to continue to offer a billing rate which encompasses this approach.

We are proposing a change in billing rate, effective September 1, 2025 of \$250.00 per hour. My normal billing rate is \$370.00 per hour as Senior Attorney. This rate will remain in effect for one (1) year and adjusted annually by the cost of living but not to exceed five percent (5%) in any subsequent year.

Your favorable response to this request will be greatly appreciated. Please let me know if you wish to discuss this proposed change with me. If, however, you find the proposed amendment acceptable, would you have an authorized person sign below, retain a copy for your files and send a copy to my office for our file.

Again, thank you for engaging me and Foster, Swift, Collins & Smith for professional legal services. The services to which the rate applies encompasses general labor-management relations matters such as negotiations, mediation, grievance administration and day-to-day assistance with employment-related issues.

Foster Swift provides a wide range of other legal services including litigation defense. Should there be a need for services beyond labor-management, we would be happy to discuss an appropriate fee arrangement to compliment our respective needs.

FOSTER SWIFT

FOSTER SWIFT COLLINS & SMITH PC II ATTORNEYS

City of Ionia
August 1, 2025
Page 2

Very truly yours,

FOSTER SWIFT COLLINS & SMITH PC



Michael R. Kluck

MRK:rlc

Approved by:

Date:

38228:00001:201788288-1

CITY OF IONIA
STAFF REPORT FOR COUNCIL AGENDA ITEM

Agenda Item: VII.8

TO: Mayor Milewski and Councilmembers
FROM: Precia Garland, City Manager
DATE: September 3, 2025
RE: MERS Service Credit Purchase Request - Edwards

Background:

The city of Ionia utilizes the Michigan Employees' Retirement System (MERS) to provide defined benefit (DB) and hybrid retirement programs to its employees. An employee from the Department of Public Works, Rick Edwards, has requested permission to purchase one (1) year of MERS service credit in accordance with the attached estimate. Under the rules of the program, a maximum purchase of five (5) years is permissible. Purchased service credit is used to help meet an early retirement eligibility provision or to increase pension benefits.

As detailed on the second page of the estimate, assumptions used by MERS in preparing this estimate include 1) assuming the employee will retire at the earliest date for unreduced retirement benefits and 2) an investment return rate of 5.93%. For all other retirement calculations, some provision is made to assume not all employees will retire at their earliest eligible date and an investment return rate of 6.93% is assumed. Thus, the assumptions used in calculating service credit purchase are favorable to the city of Ionia. The total cost of the service credit purchase is due in full at the time of purchase. The cost to the employee to purchase one year of service credit is \$13,767.

Requested Action / Motion:

It is requested the Ionia City Council consider approving the above MERS Service Credit purchase for \$13,767, at the requesting employee's expense.

Motion By:

Seconded By:

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

Application for Additional Service Credit Purchase

Section 1: Service Credit Purchase Cost Estimate

With the approval of the employer and the local governing body, participants can purchase additional service credit to help meet an early retirement eligibility provision or to increase their pension benefit. Unlike MERS-to-MERS or Act 88 time, purchased service credit generally cannot be used to reach vesting.

This estimate is only valid for two months after September 1, 2025, the effective date of this calculation.

The cost to purchase service credit for each individual is based on many factors. Below is the information that MERS used to prepare this estimate. Please review the following information for accuracy. If any is incorrect, this estimate may not be correct.

Participant Information

**Richard K
Edwards**

Date of Birth: [REDACTED]
Age: 42 years, 11 months
FAC as of calculation date: \$68,969.76
Termination Date: 3/31/2032

Employer Information

Ionia, City of
3403 / 10

Benefit Program

2.50% Multiplier (Capped at 80% of FAC)
Benefit F55 (With 25 Years of Service)
Early Reduced (.5%) at Age 50 with 25 Years or Age 55 with 15 Years
Benefit FAC-5 (5 Year Final Average Compensation)
10 Year Vesting
Defined Benefit Normal Retirement Age - 60

Service Credit

Earned service credit as of calculation date: 24 years, 5 months
Vesting Only Service:
Other Governmental Service used for
Eligibility (MERS or Act 88):
Type of Credited Service to be Purchased: Generic
Amount of additional service requested: 1 year, 0 months

Benefit Impact

	Earliest Eligibility Retirement Date	Retirement Age	Projected FAC	X	Service Credit	X	Benefit Multiplier	=	Annual Benefit
Before Proposed Purchase	10/1/2037	55 years 0 months	\$83,785.80		31 years 0 months		2.50%		\$64,934.04
After Proposed Purchase	10/1/2037	55 years 0 months	\$83,785.80		32 years 0 months		2.50%		\$67,028.64

Amount Due for this Service Credit Purchase if Paid on or before November 1, 2025: \$13,767.00

The total cost is due in full at the time of purchase and may be paid by either the participant or employer. You may be eligible to transfer assets from other accounts to make a payment for the purchase, such as: 457 Deferred Compensation Plans; 401 plans; 403(b) plans; and some IRAs (traditional and SIMPLE). To initiate this transfer complete the form *Certification of Qualified Fund Rollover to MERS* (form number F-38). Send signed, approved Application for Additional Service Credit to MERS prior to sending any payment.

NOTE: Special Conditions Applicable to this Calculation can be found at the end of this application

Section 2: Calculation Assumptions

1. Projected Earliest Eligible Retirement Date

This date is calculated using the participant’s date of birth, the amount of service credit reported by the employer, and other service credit that we have on record (such as MERS-to-MERS or Act 88 time). If any of this data is incomplete or inaccurate this can affect the cost estimate. If the participant chooses to retire on a different date, it may increase/decrease the actual cost.

2. Projected Final Average Compensation (FAC)

Future increases in the FAC are assumed to be a 3.00% annual increase. This calculation is dependent on the wages reported by the employer to MERS. If the actual increases end up being different than the assumption, it may increase/decrease the actual cost.

3. Projected Service Credit

It is assumed the participant will continue to work until the earliest date for unreduced retirement benefits unless a specific termination date is shown. Any deviation from the earliest eligibility date may increase/decrease the actual cost.

4. Benefit Program

The current benefit plan provisions are used to calculate the cost of purchasing service credit. If the participant transfers into a different division and is eligible for a benefit plan with different provisions, then the cost may differ from the initial calculation. Likewise costs may differ if the municipality adopts different benefits in the future for any participant that has purchased service credit. These changes will be reflected in the actuarial valuation required to adopt any benefit increase.

5. Investment Assumption

The current investment return assumption for service credit purchase is 5.93%.

6. Mortality Rate

Assumptions are made on the life expectancies of the participant and their surviving spouse, using tables generated by actuarial professionals.

Section 3: Certification and Authorization

PARTICIPANT CERTIFICATION

I certify the above information is correct and accurate. If this is a purchase of qualifying "other governmental" service, I certify the service has not and will not be recognized for the purposes of obtaining or increasing a pension under another defined benefit retirement plan.

Participant Signature Date

GOVERNING BODY RESOLUTION

By Resolution of its Governing Body, at its meeting on _____, as provided by the MERS Plan Document, and in accordance with the employer’s policy, the employer hereby authorizes the participant named above to make a service credit purchase from MERS as described above. The employer understands this is an estimated cost, calculated using actuarial assumptions approved by the Retirement Board. Any difference between the assumptions and actuarial experience will affect the true cost of the additional service to the employer. The calculation assumptions are outlined above and the employer understands and agrees it is accountable for any difference between estimated and actual costs.

Signature of Authorized Official Date

Title

MERS Use Only

Payment Received:	Participant Payment:
Service Credit:	ER Payment:
Signed:	

Special Conditions Applicable to this Calculation

Per employer request, a termination date of 3/31/2032 was used. If the participant purchased 1 year of service, they would reach the 80% maximum cap in March 2032. If the participant does not terminate by 3/31/2032, this purchase would not benefit the participant.

CITY OF IONIA
STAFF REPORT FOR COUNCIL AGENDA ITEM

Agenda Item: VIII.1

TO: Mayor Milewski and Councilmembers
FROM: Precia Garland, City Manager
DATE: September 3, 2025
RE: Ionia Community Library Board of Trustees

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 individual has been recommended by Mayor John Milewski to begin service on the Ionia Community Library Board of Trustees for an unexpired four-year term ending June 30, 2027, subject to council approval:

Ionia Community Library Board of Trustees – (4-year term)
Kyle Ondersma – Term through 6/30/27

Requested Action / Motion:

Motion By:

Seconded By:

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



Minutes of Boards & Commissions

Monthly Department Reports

August 2025

CITY OF IONIA
Election Commission
August 13, 2025
Meeting Minutes

CALL TO ORDER

City Clerk Jonathan Bowman called the meeting of the City of Ionia Election Commission for August 13, 2025, to order at 10:06 AM.

ROLL CALL

Present: Commissioners Jonathan Bowman (City Clerk), Precia Garland (City Manager - Designated Representative for City Attorney), and Randy Jewell (City Assessor)

Absent: None

Also Present: Michael Oszust, Assistant to the City Manager, and Jeffrey Sluggett, City Attorney (via Zoom)

APPOINTMENT BY CITY CLERK

As authorized by MCL 168.25, Clerk Bowman appointed City Manager Precia Garland as a Designated Representative in the place of Jeffrey Sluggett, City Attorney, as a member is unable to vote unless in-person at the meeting. Garland is a qualified and registered elector of the City, per statute, and can be a voting member.

APPROVAL OF AGENDA

Clerk Bowman introduced the agenda and asked if there were any requested changes. No changes were requested. It was moved by Jewell, seconded by Garland to approve the agenda as presented. MOTION CARRIED.

APPROVAL OF MINUTES

Minutes from the meeting of October 1, 2024, were reviewed. It was moved by Garland, seconded by Jewell to approve the minutes from October 1, 2024, as presented. MOTION CARRIED.

PUBLIC COMMENTS

None.

PRECINCT CONSOLIDATION

Clerk Bowman presented Election Commission Resolution 2025-01 to consolidate precincts for the small upcoming November election.

RESOLUTION 2025-01
A RESOLUTION TO CONSOLIDATE PRECINCTS FOR AN ELECTION ON
NOVEMBER 4, 2025

At a regular meeting of the Election Commission of the City of Ionia, Michigan, held in the Lower Level Conference Room, Ionia City Hall, 114 North Kidd Street, Ionia, Michigan, on August 12, 2025, at 10:00 a.m., there were:

PRESENT: Jonathan Bowman (City Clerk), Precia Garland (City Manager - Designated Representative for City Attorney), and Randy Jewell (City Assessor)

ABSENT: None

The following resolution was offered by Precia Garland and seconded by Randy Jewell:

WHEREAS, the City of Ionia in Ionia County Michigan, will hold an election on November 4, 2025, for an Ionia Public Schools millage; and

WHEREAS, the City of Ionia has voters in four (4) precincts that reside in the City of Ionia in Ionia County; and

WHEREAS, due to the number of registered voters and the shortness of the ballot in the City of Ionia, consolidating precincts for the November 4, 2025, election will be a cost savings to the City; and

NOW, THEREFORE, BE IT RESOLVED, that the City of Ionia will consolidate Precincts 1 & 2 and Precincts 3 & 4 for the November 4, 2025, election.

BE IT FURTHER RESOLVED, that the polling location will remain the same for the November 4, 2025, election and that all City of Ionia voters will be voting at the following location:

City of Ionia Armory & Community Center
439 West Main Street
Ionia, MI 48846

It was moved by Garland, seconded by Jewell to approve Election Commission Resolution 2025-01. MOTION CARRIED.

ELECTION COMMISSION RESOLUTION 2025-01 DECLARED ADOPTED.

PRECINCT/WARD BOUNDARY LINE ADJUSTMENT

Clerk Bowman shared excerpts from the City's Election Map and voter registration documentation related to the Ward 1 and Ward 3 boundary between Adams and Main Streets. A boundary line adjustment was proposed through Resolution 2025-02 to clarify the delineation between the two wards.

RESOLUTION 2025-02 A RESOLUTION TO REVISE AND CHANGE THE WARD 1 AND WARD 3 BOUNDARY LINE

At a regular meeting of the Election Commission of the City of Ionia, Michigan, held in the Lower Level Conference Room, Ionia City Hall, 114 North Kidd Street, Ionia, Michigan, on August 12, 2025, at 10:00 a.m., there were:

PRESENT: Jonathan Bowman (City Clerk), Precia Garland (City Manager - Designated Representative for City Attorney), and Randy Jewell (City Assessor)

ABSENT: None

The following resolution was offered by Randy Jewell and seconded by Precia Garland:

WHEREAS, the City of Ionia has four (4) wards as established by the City Charter which was last amended on November 6, 1990; and

WHEREAS, Section 6.03 of the City of Ionia Charter allows the ward boundaries to be changed from time to time in the manner required by general law; and

WHEREAS, the rearrangement of precinct boundaries is governed under Michigan Election Law, MCL 168.654-661; and

WHEREAS, in an effort to clarify the Ward 1 and Ward 3 boundary line along Adam and Main Streets, Ellis Alley was determined to create a clear delineation established by public right-of-way; and

WHEREAS, between Adam and Main Streets properties west of Ellis Alley will be considered Ward 1 and properties east of Ellis Alley will be considered Ward 3; and

WHEREAS, this revised boundary line will result in four (4) properties being reassigned from Ward 1 to Ward 3 in the Qualified Voter File (QVF) presently identified as: 204 E. Adams, 206 E. Adams, 214 E. Adams, and 218 E. Adams; and

WHEREAS, all planned ward boundary changes must be approved by the local Election Commission and by the City Council; and

NOW, THEREFORE, BE IT RESOLVED, that the City of Ionia Election Commission approves the Ward 1 and Ward 3 boundary changes and recommends approval by City Council.

It was moved by Jewell, seconded by Garland to approve Election Commission Resolution 2025-02. MOTION CARRIED.

ELECTION COMMISSION RESOLUTION 2025-02 DECLARED ADOPTED.

ADJOURNMENT

Motion by Garland, seconded by Jewell to adjourn the meeting at 10:20 AM. MOTION CARRIED.

Respectfully Submitted,

Jonathan T. Bowman
Ionia City Clerk



CITY OF IONIA
PLANNING COMMISSION
REGULAR MEETING MINUTES
4:30 PM, Wednesday, August 13, 2025
IONIA CITY HALL - COUNCIL CHAMBERS

I. CALL TO ORDER

Chairperson Bailey called the 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, Keturah Kelley, Tim Lee, and Judy Swartz present. Commissioner Jason Perry was absent.

III. APPROVAL OF AGENDA

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

MOTION CARRIED BY VOICE VOTE.

IV. APPROVAL OF MINUTES

(IV.1.) July 9, 2025 – Regular Meeting

Minutes from the regular meeting of July 9 were reviewed. Planning Commissioner Kelley made a motion, seconded by Planning Commissioner Lee, to approve the July 9, 2025, meeting minutes as presented.

MOTION CARRIED BY VOICE VOTE.

V. PUBLIC COMMENTS

Eric Asher (1938 Harwood Road) commented to the Planning Commission on the future development of the Deerfield-Riverside property, as an adjacent landowner. He cited potential environmental and noise concerns, and requested the Commission to keep these in mind when development occurs. Mr. Asher also expressed interest in the expansion of utilities on Harwood Road.

VI. PUBLIC HEARINGS AND ASSOCIATED ACTION

(VI.1.) High-Tech Business Park Zoning

Assistant City Manager Bowman summarized the steps taken by the City to acquire 80 acres of land for a future high-tech business park. Bowman emphasized that the land was previously owned by the State of Michigan and not zoned. He explained that, in order to prepare the property to be redeveloped, it is necessary to assign a zoning classification.

The Commission asked questions about the proposal and discussed the impact future development may have on the area.

Chairperson Bailey opened the public hearing at 4:50 PM.

Eric Asher (1938 Harwood Road) advised the Commission to consider truck traffic on Harwood Road and potential light pollution from future development. He indicated that he was looking forward to the redevelopment of the property.

Chairperson Bailey closed the public hearing at 4:56 PM.

Planning Commissioner Kelley made a motion, seconded by Planning Commissioner Gregory, to recommend approval of Ordinance No. 597 by City Council to assign the T-Technology Innovation Business District zoning classification to 80-acres of land owned by the City of Ionia on Harwood Road.

MOTION CARRIED BY VOICE VOTE.

VII. OLD BUSINESS

None.

VIII. NEW BUSINESS

(VIII.1.) Steele Park - Final Site Plan Presentation

Assistant City Manager Bowman presented a site plan for the Planning Commission to review for the creation of Steele Park.

The Commission asked questions about the design and provided feedback.

Planning Commissioner Lee made a motion, seconded by Planning Commissioner Gregory, to approve the final site plan for Steele Park.

MOTION CARRIED BY VOICE VOTE.

(VIII.2.) Request to Reschedule September Planning Commission Meeting

Chairperson Bailey requested to reschedule the September Planning Commission meeting, due to an event scheduled at the same time to raise money for the Ionia Community Library Foundation. Bailey noted that all Commissioners were invited to the event.

Planning Commissioner Kelley made a motion, seconded by Planning Commissioner Swartz, to reschedule the September Planning Commission meeting to Thursday, September 11, 2025, at 4:30 PM.

MOTION CARRIED BY VOICE VOTE.

(VIII.3.) Short-Term Rentals

Bowman presented a draft ordinance for short-term rentals. He explained the need for the Zoning Code to define short-term rentals and permit them in designated zoning districts. Bowman further informed the Commission that City Council would be reviewing the City's Rental Registration Program, and that it is necessary to add short-term rentals.

The Commission discussed the desired zoning districts to permit short-term rentals and the impact on surrounding neighborhoods. It was mentioned that the ordinance would not allow short-term rentals in accessory dwelling units.

Planning Commissioner Donaldson made a motion, seconded by Planning Commissioner Kelley, to assign an ordinance number and schedule a public hearing for the next Planning Commission meeting on Thursday, September 11, 2025, at 4:30 PM at Ionia City Hall.

MOTION CARRIED BY VOICE VOTE.

IX. COMMISSIONER COMMENTS

None.

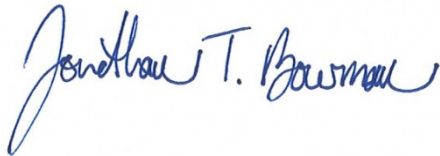
X. ADJOURNMENT

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

MOTION CARRIED BY VOICE VOTE.

The meeting was adjourned at 5:38 PM.

Respectfully Submitted,

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

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

CITY OF IONIA
Ad-Hoc Ionia Theatre Committee
August 26, 2025
Regular Meeting Minutes

CALL TO ORDER

Mayor John Milewski called the meeting of the Ad-Hoc Ionia Theatre Committee for August 26, 2025, to order at 5:00 PM.

ROLL CALL

Present: Janet Balice, Ashley Brownell, Mike Clark, Cassie Rice, Mayor John Milewski, Tom Millard, Karlee Bailey, Jonathan Bowman, and Precia Garland
Absent: Jim Killion, Gary Ferguson, Rich Starr, and Sallie Possehn

APPROVAL OF AGENDA

It was moved by Millard and seconded by Balice to approve the agenda as presented. MOTION CARRIED.

APPROVAL OF MINUTES

It was moved by Brownell and seconded by Millard to approve the agenda as presented. MOTION CARRIED.

PUBLIC COMMENTS

None.

FINANCIAL REPORT – Garland presented the Ionia Theatre Fund Financial Report for the fiscal year ending June 30, 2025, as well as the first month (July) of the new FY25-26. Garland noted FY25 ended with an operating gap between revenues and expenses of \$75,739. This gap will be filled by revenues the City had otherwise intended for capital improvements at the theatre.

Rice also provided an update regarding grants applications recently submitted. She is still awaiting word on the ETC grant program for lighting equipment and staff training. A Letter of Interest was submitted to the Consumers Energy Foundation Grant for Arts & Culture. The next step in that process is to see if we are invited to submit a full application. A new grant opportunity was also recently announced by the PFCU Foundation and the theatre is eligible to apply.

DISCUSSION & ACTION ITEMS

1. Development of Communications Plan – Efforts are continuing to publicize month-by-month theatre events, etc. via social media and the theatre website. A section of the quarterly City of Ionia newsletter will now be dedicated to the theatre as well. Ideas for more uses of the theatre are also in development for marketing and promotion, such as serving as a corporate meeting space, birthday and graduation party venue, etc.
2. Succession Plan – This is now in high gear, as Gary Ferguson just sold his house and will be concluding his employment with the city on September 30.

3. Increasing live entertainment events – A six band concert event is currently a possibility for later this year. Rice also provided a report on the recent live Elvis show.
4. Summer Market Research – Rice gave a detailed report regarding the focus group event recently completed with children attending the City's summer day camp program. Their ideas and suggestions will be utilized for future movie and event planning.
5. Roles/Responsibilities build-out for volunteer talent – Additional people continue to sign up to volunteer at the theatre via the online form. Volunteers are also sourced from the National Honor Society, as well as the ISD. Community service volunteers are being utilized in a more intentional way to increase accountability.

GOOD OF THE ORDER/COMMITTEE MEMBER COMMENTS – It was the consensus of the committee that Rice is doing an excellent job in her roll as assistant theatre director, which will soon transition to the director role and her enthusiasm and new ideas are much appreciated.

ADJOURNMENT

The meeting was adjourned by Mayor Milewski at 6:16 PM. Next meeting: September 23, 2025 at 5:00 PM, Ionia City Hall.

Respectfully Submitted,

Precia Garland
City Manager

EXPENDITURES

PERIOD: July 26th through August 25th

DATE: 8/25/2025

ACCOUNT	Description	7/30/2025	8/13/2025		HANDCHECKS	Total
	PAYROLL	\$ 189,389.72	\$ 177,726.57			\$ 367,116.29
	CITY'S SHARE OF FICA	\$ 14,464.27	\$ 13,071.89			\$ 27,536.16
	PAYROLL TOTAL	\$ 203,853.99	\$ 190,798.46	\$ -		\$ 394,652.45
ACCOUNT	Description	8/7/2025	8/21/2025		HANDCHECKS	Total
101	GENERAL FUND	\$ 52,949.98	\$ 142,838.33			\$ 195,788.31
202	MAJOR STREET	\$ 83.40	\$ 7,732.57			\$ 7,815.97
203	LOCAL STREET		\$ 16,721.63			\$ 16,721.63
228	SOLID WASTE	\$ 25,956.75	\$ 36.44			\$ 25,993.19
239	PARKS-FACILITIES IMPROVEMENT	\$ 99,555.72	\$ 50,110.00			\$ 149,665.72
245	INDUSTRIAL PARK					\$ -
249	RECREATION	\$ 10,372.01	\$ 2,899.14			\$ 13,271.15
265	DRUG FORFEITURE					\$ -
266	PUBLIC SAFETY DONATIONS					\$ -
406	SIDEWALK					\$ -
412	ENVIRONMENTAL RESPONSE		\$ 945.00			\$ 945.00
420	CAPITAL PROJECTS					\$ -
588	DIAL-A-RIDE	\$ 10,089.97	\$ 19,114.85			\$ 29,204.82
590	SEWER	\$ 8,692.50	\$ 3,927.54			\$ 12,620.04
591	WATER	\$ 18,812.46	\$ 69,296.44			\$ 88,108.90
598	IRUA	\$ 54,995.32	\$ 18,471.15			\$ 73,466.47
661	CENTRAL GARAGE (DPW)	\$ 5,711.30	\$ 4,325.57			\$ 10,036.87
701	CURRENT TAXES					\$ -
703	PAYROLL CLEARING					\$ -
TOTAL CITY OF IONIA:		\$ 287,219.41	\$ 336,418.66	\$ -	\$ -	\$ 623,638.07

248	DDA	\$ 5,173.85	\$ 575.76			\$ 5,749.61
250	THEATRE	\$ 7,563.94	\$ 6,301.13			\$ 13,865.07
TOTAL DDA & THEATRE:		\$ 12,737.79	\$ 6,876.89	\$ -	\$ -	\$ 19,614.68

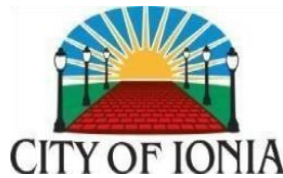
TOTAL OF CHECKS	\$ 299,957.20	\$ 343,295.55	\$ -	\$ -	\$ 643,252.75
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CHECKS OVER \$25,000

DATE	NAME	DESCRIPTON		TYPE	AMOUNT
8/7/2025	CONSUMERS ENERGY	ENERGY SERVICES		AP	\$33,364.32
8/7/2025	GRANGER CONTAINER SERVICE	CONTAINERS - AUG		AP	\$26,327.75
8/7/2025	KATERBERG VERHAGE INC	HALE PARK - #7/FINAL PAY		AP	\$99,555.72
8/21/2025	MCSA GROUP INC	STEELE ST PARK - ENGINEERING		AP	\$50,110.00
8/21/2025	PREIN & NEWHOF	LEAD SERVICE LINE/TMF GRANT		AP	\$32,676.70
8/21/2025	PRIORITY HEALTH	SEPT 2025 PREMIUMS		AP	\$54,015.45
8/21/2025	WASTE RECOVERY SYSTEMS	LEAD SERVICE LINE VERIFICATIO		AP	\$48,152.40
8/20/2025	CITY OF IONIA	TAX DISBURSEMENT		TAX	\$1,124,617.08
8/20/2025	IONIA COUNTY INTERMEDIATE SCHOOL	TAX DISBURSEMENT		TAX	\$649,079.67
8/20/2025	IONIA COUNTY TREASURER	TAX DISBURSEMENT		TAX	\$1,197,924.10
8/20/2025	IONIA PUBLIC SCHOOLS	TAX DISBURSEMENT		TAX	\$1,907,709.98

INVESTMENTS

JUNE 2025						
	RATE	Mercantile	Independent Bank	Other-Outside City	Michigan One	Total
MERCANTILE Property Tax account	0.17%	0				
MERCANTILE VISA Settlement Account	0.25%	1,009				
INDEPENDENT H.S.A. Settlement	0.00%		2,500			
MERCANTILE Pooled Payroll Account	0.04%	250,000				
INDEPENDENT Pooled Cash	0.00%		906,094			
INDEPENDENT Accounts Payable	0.00%		20,000			
MICHIGAN ONE Savings	0.00%				109	
INVESTMENT ACCOUNTS						
INDEPENDENT Eagle Advantage	2.42%		530,833			
MICHIGAN ONE Money Market Account	3.05%				1,473,167	
MBIA - CLASS Cemetery Trust	4.3706%			5,998		
MBIA - CLASS LCSA & METRO Funds	4.3706%			2,489,730		
MBIA - CLASS Pooled Investment	4.3706%			4,385,587		
MERCANTILE Money Market	4.36%	3,869,246				
CERTIFICATE OF DEPOSIT ACCOUNTS						
MERCANTILE CD 8-5-2025	4.98%	806,093				
PERCENTAGE OF TOTAL PORTFOLIO						
		4,926,348	1,459,427	6,881,315	1,473,276	14,740,366
		33.42%	9.90%	46.68%	9.99%	100.00%
1. Not more than 25% outside the city		3,685,091				
2. Not more than 60% with any one institution		8,844,219				
3. Not more than 10% with a savings and loan		1,474,037				
5. Maturities shall not exceed two years.						



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

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

- Ribbon Cutting – Hale Park
- Continued cultivation of Downtown Marketing – Bulldogs Unleashed, Parking Map, Vacancy Listings, Fox 17 representation
- Assisted with Upcoming Event Inquires for numerous potential and scheduled events
- Social District Prep – Marketing Materials: Signage design and location determination, Video footage of social district items, Video Editing, Social Media Posts; Establishment Assistance on permitting, City Stroll Planning
- Elvis/COA event prep and execution on 8/10
- Out of office 8/11-8/14

Meetings / Seminars / Webinars / Education:

- Meetings: Regular City Council, Department Head, DDA Board of Directors meeting, Farmers Market Board, Theatre Ad Hoc Committee, Autumn Celebration, IBPW VP review of duties

Respectfully submitted,
Cassie Rice, Ionia DDA Director/Assistant Theatre Director

Upcoming DDA Events:

- Throughout the Summer – Bulldogs Unleashed
- August 18th at 11am – Estate Planning and Finance Workshop sponsored by Samantha Ringler with Edward Jones and Thomas W. Chadwick of Duff, Chadwick and Associates, P.C.
- Social District Grand Opening



Monthly Update
August 2025

Operations

- Ionia Dial-A-Ride provided 334 lift equipped services for individuals with disabilities from July 1-31, 2025.
- Ionia Dial-A-Ride provided 3,016 passenger trips and our vehicles logged 12,895 miles from July 1-31, 2025.
- I-Go provided 501 passenger trips from July 1 – 31, 2025 in it's first month of operation.
- We are currently transporting 50+ riders one/both ways for school purposes. I will continue to review current demand to determine if an additional part-time driver is needed to meet capacity.
- We continued to partner with the Parks and Recreation Department to provide transportation to their special events for 30+ campers. In addition, between 4 – 8 campers have been using I-DART to get to and/or from camp daily.
- Between the social media campaign from InVerve and the community outreach we have done directly, word about I-Go is spreading quickly. The campaign to download the app and try the service with your first ride free will go live September 8th.
- The Via scheduling & dispatch software and customer app has been live for just over a month. More customers are starting to use the app and the transition to the mobility wallets has been going well.
- The Saranac expansion has been going well and ridership is increasing. We have multiple people using it to get to work, school, appointments, and shopping.
- Dynamic marketing came back to install another ad on one of the backs of the buses and will be in next week to do another side installation.
- Bi-weekly meetings with KFH Group for the COS and TDP Planning process have continued. The planning has begun for the in-person community engagement events on September 9th & 10th. There will be a community workshop in Ionia on September 9th and several meetings on a bus at different locations throughout the county on the 9th & 10th.
- Central Michigan Building Services has installed all of the new windows in the transit facility. Installation went well and after a final inspection by the Fishbeck Engineer we will complete the contract.

- I received notice yesterday that the new radio for the new ETransit Van has arrived. Lettering will be completed after the radio installation and the vehicle will be placed into service.
- I received notification recently that the Specialized Services funding we receive and pass through to Commission on Aging has been increased by \$9,712 to a total of \$46,640 for FY25.
- The Right Door reached out to me to present at their full staff meeting regarding our current services, updates, and expansions. I was able to provide information for the providers in the Ionia County area to help meet their clients needs.
- With the expectation of an upcoming award authorization, I am asking for Council approval to purchase two (2) new small buses from Hoekstra Transportation in Grand Rapids for a total of \$319,877.10.

Respectfully Submitted,

A handwritten signature in black ink that reads "Heidi Wenzel". The signature is written in a cursive, flowing style.

Heidi Wenzel



August Report
Ionia Parks and Recreation

Programs

- Tae Kwon Do: Classes are weekly on Tuesdays from 6:15-8:00 PM. Cost is \$35 per month per student. Classes are instructed by Pat Ramos.
- Tackle Football: Grades 4th -8th camp with Coach Rhynard was August 12th-14th. Games will start September 6th for the 4th through 6th grades. Games will start September 10th for the 7th and 8th grades. 7th and 8th playing on Wednesday evenings. Home games are played at the High School game field. Away games are 15-45 minutes away with communities such as Lakewood, Charlotte, Dewitt, Portland, P.W., Mason, St. Johns and Grand Ledge. We have 100 total players between 4th and 8th grade.
- Flag Football: Ages 4-to 3rd grade. We have 76 kids signed up. Players and teams are separated into 2 divisions of age 4 to 1st grade and one division of 2nd and 3rd grade. Practices have started August 25th. Games are at Harwood Sports Complex on Wednesday evenings starting September 10th. Samantha Ringler, Edward Jones is our sponsor at \$1,000.
- Fall Youth Soccer: Ages 4-13 divided into 4 age groups. U6, U8, 10U and 13U. 234 total participants. 48 Players in U6, 48 players in U8, 90 players in 10U and 48 players in 13U. Practices started August 25th. Games will begin September 11th on Thursday's evenings in front of the High School. Matcor is the sponsor at \$1,500
- Session 2 Day Camp: This was the second year running a second session of Day Camp. This was also the first session back at Hale Park. We had 40 kids in the second session. The kids were able to go on field trips such as Skateland, YMCA swimming, Theatre and Ionia Bowl. The second session ended August 8th. Thanks to Ionia Dial-Ride through out both sessions transporting to and from field trips and Ionia Public Safety, that came on August 8th with the fire truck to spray the kids.

Rentals

Park Pavilion

- Hale Park: August 24th, Birthday Party, \$42 Benedict
- Hale Park: August 16th, Birthday Party, \$42, Cumpldo
- Robinson Park: August 10th, Birthday Party, \$42 Lee

Armory

- Lions Room: August 14th, 21st, Arch Staffing, \$25 per visit
- Gymnasium: August 16th, Husman Rental, \$250 paid

Program Coordinator Position Highlights

- Working on sponsorships/relationships for upcoming programs
- Fall Soccer and Flag Football. Putting together the Information packets with practice, game and picture information.
- Updating website and Facebook for our department
- Session 2 Day Camp
- Planning and putting together information for Floor Hockey

Armory Projects

- Shingle replacement bids came in on August 12th, awaiting council approval
- Gym floor resurfacing/painting started August 25th. Gym will be back open September 4th

Submitted by,

Matt Painter

Matt Painter

Ionia Department of Public Safety

Monthly Statistics

August 2025

Individual Assignments

Director
Deputy Director / Captain
Sergeant
Det. / Sergeant
Chaplin
Administrative Assistant
Fleet Manager
(10) Public Safety Officers
(13) Paid on Call Firefighters
Code Enforcement Officer
Rental Inspector Officer



Hours

Criminal Complaint Hours	259.5
Traffic Related Hours	45
Patrol Time	845.5
Court & Prosecutor Office	5.5
M.F.R. Hours	79.5
Non-Criminal	528.5
Report Writing	331
Fleet Manager	57
Fire Service Hours	71
Training Hours	30.5
School Liaison Officer	0
D.A.R.E. Hours	0

Total Hours: 2253

Overtime Hours: 332.5

Total Arrests: 80.5

Complaints

Criminal Investigation	395
Patrol Originated	23

Follow-up Complaints	66
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Other Activity

Property Inspections	659
Liquor Inspections	0
Fire Inspections	2

Moving Violations

Parking Violations	2
Traffic Stops	148
O.W.I. Tickets	4
Hazardous Citations	8
Radar Citations	9
License Violations	2
Equipment Violations	4
Seatbelt Violations	0
Registration Violations	12
Insurance Violations	8
Verbal Warnings	104

Fire Runs

City of Ionia	16
Ionia Township	6
Easton Township	6
Mutual Aid	2
M.F.R. Runs	96

Total Fire/Medical Service

Runs: 126

			Ionia Public Safety- Fire/ Medical Runs		
Number	Date	Time	Street	F/M	Type of Call
177	7/3/25	10:28 AM	Union St	F	Gas Leak
178	7/3/25	6:33 PM	Harrison St	F	Wires Down/Arcing
179	7/4/25	11:02 PM	N Jackson St	F	Structure Fires
180	7/5/25	7:06 AM	Apple Tree Drive	F	False Alarms
182	7/6/25	5:04 AM	W Meadows Dr	F	CO Alarms/Tests
183	7/7/25	10:12 AM	Yeomans St	F	Wires Down/Arcing
184	7/7/25	9:00 PM	Haynor Rd / Hackett St	F	Gas Leak
185	7/8/25	12:50 PM	W Adams St	F	Gas Leak
187	7/11/25	11:26 PM	Gregmark Ln	F	Wires Down/Arcing
190	7/15/25	1:43 PM	S Dexter St	F	Wires Down/Arcing
193	7/17/25	5:55 PM	Rice St	F	Other Non-Fire Related Calls
195	7/21/25	3:17 AM	Timber Ridge Ct	F	CO Alarms/Tests
200	7/24/25	1:39 PM	Cyrus St / Lytle St	F	Wires Down/Arcing
203	7/28/25	10:15 AM	N State Rd	F	Wires Down/Arcing
204	7/30/25	12:22 PM	E Lincoln Ave	F	False Alarms
205	7/31/25	3:01 PM	Brown Blvd	F	Smoke Investigation
483	7/1/25	4:24 PM	N Dexter St	M	Difficulty Breathing
484	7/1/25	5:16 PM	E Main St	M	Unconscious/Unresponsive
486	7/1/25	7:18 PM	Bellevue Dr	M	Abdominal Pain
487	7/2/25	9:14 AM	Ridgewood Dr	M	Other Medical
490	7/3/25	6:23 PM	E Main St	M	Difficulty Breathing
492	7/5/25	1:08 PM	W Main St	M	Possible Stroke
493	7/5/25	10:11 PM	Heartland Blvd	M	Falls
494	7/6/25	2:23 AM	N Depot St Apt 101	M	Difficulty Breathing
496	7/6/25	3:53 PM	Valley View Dr Apt C4	M	Difficulty Breathing
497	7/6/25	5:56 PM	S Dexter St	M	Seizure
498	7/7/25	9:19 AM	N Dexter St	M	Unconscious/Unresponsive
499	7/7/25	12:17 PM	Union St	M	Difficulty Breathing
500	7/7/25	8:42 PM	Forest St	M	Possible Stroke
502	7/7/25	11:42 PM	Foxtail Dr	M	Seizure
506	7/9/25	2:56 PM	E Main St	M	Chest Pain
507	7/9/25	3:31 PM	Heartland Blvd Apt 1	M	General Sickness
512	7/10/25	7:49 PM	S Dexter St	M	Seizure
513	7/10/25	8:40 PM	E Main St	M	Other Medical
514	7/11/25	3:42 AM	Valley View Dr Apt C4	M	Chest Pain
516	7/12/25	12:33 PM	W Main St	M	Unconscious/Unresponsive
517	7/12/25	7:38 AM	Rice Street	M	Abdominal Pain
518	7/12/25	10:28 PM	S Dexter St	M	Other Medical
519	7/13/25	12:21 PM	W Meadows Dr	M	Other Medical
520	7/13/25	1:45 PM	N State St	M	Chest Pain
521	7/12/25	3:13 PM	S Dexter St	M	Unconscious/Unresponsive
522	7/12/25	10:16 PM	S Dexter St	M	Other Medical
523	7/12/25	11:45 PM	S Dexter St	M	Unconscious/Unresponsive
524	7/13/25	8:10 PM	S Dexter St	M	Unconscious/Unresponsive
527	7/14/25	5:22 PM	Crawford St	M	Seizure
528	7/14/25	4:23 PM	Valley View Dr	M	Chest Pain

530	7/12/25	2:48 PM	S Dexter St	M	Other Medical
531	7/13/25	6:36 PM	S Dexter St	M	Other Medical
532	7/13/25	7:12 PM	S Dexter St	M	Other Medical
533	7/14/25	4:50 PM	S Dexter St	M	Other Medical
534	7/14/25	6:50 PM	S Dexter St	M	Other Medical
535	7/16/25	12:07 PM	S Dexter St	M	Falls
536	7/16/25	1:21 PM	S Dexter St	M	Diabetic
537	7/16/25	11:43 AM	Union St	M	General Sickness
538	7/16/25	4:21 PM	E Lincoln Ave	M	Lift Assist to Life
542	7/17/25	4:14 PM	W Main St	M	Falls
543	7/17/25	5:25 PM	W Lincoln Ave / Harter	M	Vehicle Accident W/ Injury
544	7/17/25	5:24 PM	W Lincoln Ave / Harter	M	Vehicle Accident W/ Injury
546	7/18/25	12:09 PM	Valley View Dr Apt A3	M	Other Medical
547	7/17/25	9:00 PM	S Dexter St	M	Laceration
548	7/18/25	6:20 PM	S Dexter St	M	Falls
549	7/18/25	8:45 PM	S Dexter St	M	Seizure
551	7/19/25	7:07PM	W Washington St	M	Chest Pain
552	7/19/25	10:43 AM	E Main St Apt 1	M	Abdominal Pain
553	7/20/25	12:49 PM	Heartland Blvd	M	Falls
554	7/22/25	8:26 AM	Appletree Dr	M	Other Medical
555	7/22/25	3:51 PM	King Alley	M	Other Medical
556	7/22/25	4:33 PM	S State Rd	M	Abdominal Pain
557	7/22/25	10:41 PM	Robertson Ct	M	Other Medical
560	7/24/25	11:23 AM	ValleyView Dr A5	M	Falls
561	7/24/25	2:12 PM	Valley View Dr A5	M	Falls
563	7/24/25	3:40 PM	Heartland Blvd	M	Unconscious/Unresponsive
565	7/25/25	2:38 PM	N Dexter St Apt 105	M	General Sickness
568	7/27/25	2:22 PM	Bellevue Dr Apt 4	M	Other Medical
572	7/28/25	5:24 PM	Bayard St / Brown St	M	Other Medical
573	7/29/25	5:27 PM	N Jackson St	M	Chest Pain
575	7/29/25	1:57 PM	E Washington St	M	Other Medical
577	7/30/25	2:17 PM	W Main St	M	Falls
578	7/31/25	2:10 AM	W Washington St / N Dexter St	M	Vehicle Accident w/Injury
			Ionia Township- Fire/ Medical Runs		
Number	Date	Time	Street	F/M	Type of Call
176	7/2/25	5:13 PM	Jefferson Rd	F	Grass/Brush Fire
181	7/6/25	12:19 AM	N State Rd	F	Other Fires
188	7/11/25	10:11 PM	Kellogg Rd	F	Wires Down/Arcing
192	7/16/25	9:49 PM	E Bluewater Hwy / Hillcrest Dr	F	Wires Down/Arcing
194	7/19/25	9:17 PM	Keefer Hwy	F	Accidents PI
197	7/22/25	9:02 PM	E Riverside Dr	F	Other Fires
488	7/2/25	5:48 PM	E Stage Rd Lot 39	M	Chest Pain
491	7/4/25	4:35 AM	N State Rd / Owen Rd	M	Other Medical
495	7/6/25	1:46 PM	E Tuttle Rd Lot 214	M	Seizure
504	7/9/25	11:18 AM	N State Rd Lot 87	M	Falls
508	7/9/25	7:42 PM	Kelsey Hwy	M	Other Medical
509	7/10/25	3:35 PM	Kellogg Rd	M	Difficulty Breathing
526	7/14/25	12:43 PM	N State Rd	M	Chest Pain

529	7/14/25	10:00 PM	S State Rd / Schoolboy Rd	M	Other Medical
539	7/16/25	6:06 PM	E Tuttle Rd Lot 302	M	Diabetic
550	7/19/25	9:17 PM	Keefer Hwy	M	Vehicle Accident w/ Injury
559	7/23/25	3:49 PM	N State Rd	M	Chest Pain
562	7/24/25	3:11 PM	Bellevue Dr	M	Lift Assist to Life
564	7/25/25	7:20 AM	E Riverside Dr	M	Other Medical
567	7/27/25	7:08 AM	E Riverside Dr / Bugbee Rd	M	Vehicle Accident w/Injury
570	7/27/25	11:03 PM	Vohlers St	M	Chest Pain
			Easton Township- Fire/ Medical Runs		
Number	Date	Time	Street	F/M	Type of Call
191	7/16/25	3:05 PM	W Bluewater Hwy	F	Wires Down/Arcing
196	7/22/25	6:06 PM	N State Rd	F	Other Fires
198	7/24/25	1:27 PM	W Main St	F	Structure Fires
199	7/24/25	1:27 PM	W Main St	F	Structure Fires
201	7/24/25	3:19 PM	Dildine Rd	F	Wires Down/Arcing
202	7/24/25	6:14 PM	Haynor Rd	F	Wires Down/Arcing
485	7/1/25	4:56 PM	Sayles Rd	M	Lift Assist to Life
489	7/3/25	8:17 AM	Beresford St	M	Possible Stroke
501	7/7/25	9:21 PM	W Bluewater Hwy / Bellamy Rd	M	Unconscious/Unresponsive
503	7/7/25	12:24 PM	Wildwood Dr	M	Other Medical
505	7/9/25	2:15 PM	W Main St	M	Falls
510	7/10/25	7:09 AM	W Bluewater Hwy	M	Other Medical
511	7/10/25	4:56 PM	Dildine Rd	M	Seizure
515	7/11/25	3:40 PM	Hackett St	M	Falls
525	7/13/25	8:37 PM	Price St	M	Other Medical
540	7/17/25	6:50 AM	Locust Dr	M	Unconscious/Unresponsive
541	7/17/25	12:26 PM	W Main St / Vanderheyden Ct	M	Vehicle Accident W/ Injury
545	7/18/25	7:54 AM	Brockton Woods	M	Other Medical
558	7/23/25	7:06 AM	Yeomans St Lot 122	M	Possible Drug Overdose
566	7/26/25	10:51 AM	Yeomans St Lot 257	M	Difficulty Breathing
569	7/27/25	5:21 PM	King St	M	Other Medical
571	7/28/25	5:03 PM	Marquette Rd	M	General Sickness
574	7/29/25	6:09 PM	Yeomans St Lot 121	M	Abdominal Pain
576	7/30/25	3:39 PM	Yeomans St Lot 122	M	Chest Pain



Corland J McDiarmid
Director

IONIA DEPARTMENT OF PUBLIC SAFETY

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



Kevin C. Heinlein
Deputy Director

August 26, 2025

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

For the month of August, the Department handled a total of one hundred and eighty-eight criminal complaints to this point. The breakdown of most of those complaints, including all significant incidents, is listed below:

- Criminal Sexual Conduct – 3
- Assault – 6
- Breaking and Entering – 2
- Larceny or Fraud – 4
- Destruction of Property - 1
- Drug Crime – 1
- Child Abuse – 1
- Resist Police - 1
- Warrant Arrest / Injunctive Order Violation – 8
- Disorderly Conduct – 2
- Hit and Run Crash – 3
- License / Registration / Insurance Violation – 2
- Juvenile Complaint / Curfew – 5
- K-9 Search or Track - 2
- Animal Complaint / Other – 4
- Minor in Possession Alcohol / Vape / Marijuana – 2
- Mental Health Complaints – 4
- Motor Vehicle Accidents – 3
- Parking / Abandoned Vehicle – 7
- Civil Complaints – 14
- Lost / Found Property – 5
- General Assistance – 56

Code Enforcement:

- Blight Complaint – 10
- Vegetation - 11
- Parking Complaint – 1
- Public Nuisance – 3

There were 32 calls for fire service to this point this month and they are listed below:

- Accident With Injury – 2
- Vehicle Extrication - 1
- Structure Fires – 1

- CO alarms – 1
- Wires Down / Arcing – 10
- Illegal Burning - 3
- False Fire Alarm – 3
- Smoke Investigation - 2
- Grass/Brush Fire – 1
- Mutual Aid to Other Dept – 2
- Other Fires or Related Fire Calls – 3
- Gas Leak – 3
- Medical Emergencies – 60

In late July we accepted several applications for our vacant Rental Inspector position. We interviewed three of those applicants. We're excited to announce that Daniel Davis accepted our offer. He started training this month with former Rental Inspector, Brian Vos, as well as our current Code Enforcement Officer, Warren Conley. Dan comes to us as a retired Firefighter from Grand Rapids with extensive knowledge in building skilled trades.

Our TruNarc handheld narcotics / controlled substance identifier came in last month. Earlier this spring the manufacturer told us that if we waited until June to accept shipment, the newest model would be released. It arrived a bit later than expected after some shipping mishaps. This device can identify more than 1000 different controlled substances simply by pointing the laser at it, no more handling unsafe or unknown drugs. Our staff is finishing up the training and so far, reviews have been great. We certainly appreciate the City prioritizing our officers' safety.

This month has been tragic on our local roads. On 8/2/25 we responded to a single motorcycle accident on East Main St. Unfortunately, the rider was not wearing a helmet and did not survive the crash. On 8/6/25 we responded to assist Ronald Township Fire on M-66 at Woods Rd. for another fatal accident. On 8/14/25 we responded to M-66 and Dildine for a 3rd fatal accident this month. Wear your helmet, wear your seatbelts, and keep those hands free.

You will find attached a copy of our statistics for the month of July, 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



Department of Public Works

*Staff; Geoffrey Petersen, David Cunningham, Griff Lamphere, Christopher Springsteen,
Richard Edwards, Scott Ruehs, Chris White*

Monthly Report

August 2025

- Mow City properties
- Mowed for Code Enforcement
- Sweep City streets
- Spray weeds in the parks and Curb lines
- Clean up trash downtown and in the Parks
- Watering Flowers in DDA
- Brush Hog at Cleveland St dump
- Put bark down in the playgrounds
- Patch Potholes
- Clean Storm Sewer on Adams St./ reinstall the grate over a 60" tile by the WWTP
- Repaired Old fashion street lights
- Water Tap on North St
- Crack Sealing on road surface
- Paint the cross walks and centerlines
- Reinstall the welcome sign by the M-66 Bridge
- Put signs up for the new social district in DDA
- Remove trees at well 5 property
- Clean up storm damaged trees
- Assist Lyons with broken service lines
- Reset the Landscaping on Adams St. flower beds near the road
- Assess the roof drains at Carr Agency and AT&T buildings to verify they are not connected to an abandon storm tile under Main St.

Respectfully submitted,

Geoffrey Petersen, DPW Director



Department of Public Utilities

Joe Lafler, Director

*Staff: Scott Baker, Cullen Badder, Abram Butler, Jacob Trierweiler,
Al Helmes, Ryan Masengale, Denis Martindale, Curtis Blair*

August 2025

Produced 49.1 million gallons of water in July 2025

Treated 47.3 million gallons of wastewater in July 2025

DPU

- Responded to 51 work orders, including 34 shut-off requests for nonpayment.
- Performed 150 MISS DIGS.
- Changed, repaired, or installed 20 water meters.
- Performed 66 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 continued to work with FHC on the WWTP pump improvement project.
- DPU staff have completed our annual WWTP IPP sampling event.
- DPU staff and Fishbeck have continued the work on the NPDES permit renewal due in 2025.
- DPU staff have repaired several air diaphragm pumps throughout the WWTP.

Well Field

- Analyzed several bacteriological samples for surrounding communities and private water systems.
- Monthly maintenance. (Clean chemical injectors and well pre-lube lines)
- DPU staff have been preparing for Summer 2025 painting projects.
- DPU staff have continued our Summer 2025 Hydrant painting project.
- DPU staff have started our fall 2025 hydrant flushing program.
- DPU staff have continued to work with Peerless Midwest on our updated SWPP.

IONIA THEATRE MONTHLY REPORT

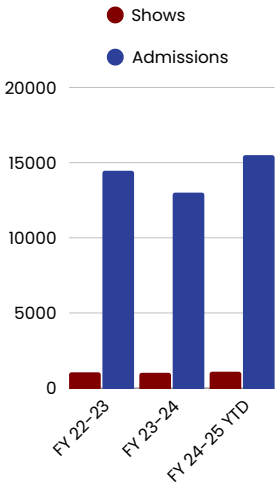
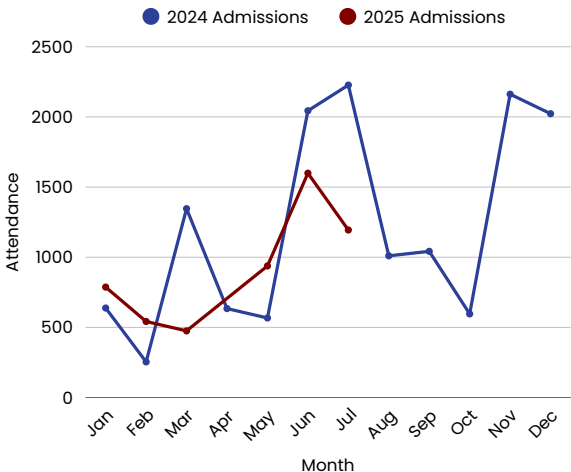
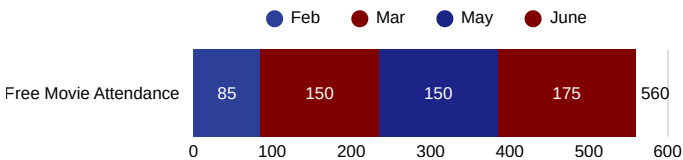


MOVIES PLAYED IN JULY



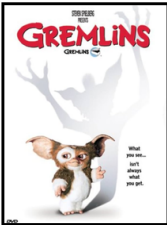
BY THE NUMBERS...

MONTHLY SHOWINGS	MONTHLY ATTENDANCE
110	1194
Compared to Last Year +1	Compared to Last Year -1,033



UPCOMING @ THE THEATRE

EVENTS



9/15
WION Free Movie
Monday

10/20
WION Free Movie
Monday

10/23
Autumn Celebration

10/24 & 25
Potential Haunted
Theatre

11/29
Small Biz Saturday
Movie

12/1-4 & 11
IPS Christmas
Programs

12/5
MSDA Winter
Showcase

12/15
WION Free Movie
Monday