



# CITY OF IONIA

## CITY COUNCIL

### REGULAR MEETING AGENDA

6:30 PM, Wednesday, February 4, 2026

IONIA CITY HALL - COUNCIL CHAMBERS

#### **CALL TO ORDER**

#### **PLEDGE OF ALLEGIANCE**

#### **ROLL CALL**

#### **I. Approval of Agenda**

#### **II. Approval of Minutes**

1. January 7, 2026 – Regular Meeting

#### **III. Proclamations**

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

#### **V. Public Hearings and Associated Action**

#### **VI. Communications**

1. *Action Required* – Vertical Pole Banner Application - Ionia High School Class of 2026
2. *Informational* – Granger Waste Services - 2025 Annual Refuse & Recycling Report
3. *Informational* – Ionia Community Library 2025 Annual Report
4. *Informational* – Ionia Housing Commission 2025 Annual Report
5. *Informational* – Planning Commission 2025 Annual Report

#### **VII. City Manager's Report**

1. *Action Required* – Introduction and First Reading - Ordinance No. 602 - Codification
2. *Action Required* – Policy 4-007 Amendment - City of Ionia Brownfield Redevelopment Authority Policy for Administration of Brownfield Redevelopment Projects.
3. *Action Required* – Resolution 2026-05 - Request from County Seat Brewing Company, LLC for a Social District Permit
4. *Action Required* – 2026 Independence Holiday Fireworks Permit
5. *Action Required* – Development Area Citizens Council Establishment

6. *Action Required* – Schedule Capital Improvement Plan Worksession

### **VIII. Appointments**

1. DDA Board Appointment

### **IX. City Department Reports and Minutes from Boards and Commissions**

1. Accounts Payable  
February 5 - Councilmember Winters and/or Councilmember Cook  
February 19 - Councilmember Patrick and/or Councilmember Waterman
2. January Reports & Minutes

### **X. Good of the Order/ City Councilmember Comments**

### **XI. Closed Session**

### **XII. Adjournment**



# CITY OF IONIA

## CITY COUNCIL

### REGULAR MEETING MINUTES

6:30 PM, Wednesday, January 7, 2026

### IONIA CITY HALL - COUNCIL CHAMBERS

#### **CALL TO ORDER**

Mayor John Milewski called the meeting of the Ionia City Council to order at 6:30 PM.

#### **PLEDGE OF ALLEGIANCE**

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

#### **ROLL CALL**

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

#### **I. APPROVAL OF AGENDA**

Mayor Milewski requested to amend the agenda to add a mistakenly omitted public hearing for Ordinance No. 601, which was properly noticed prior to the meeting.

Councilmember Patrick made a motion, seconded by Councilmember Waterman, to amend the agenda to add a public hearing for Ordinance No. 601 as item V.1.

**MOTION CARRIED BY VOICE VOTE.**

Councilmember Cowling made a motion, seconded by Councilmember Lee, to approve the agenda as amended.

**MOTION CARRIED BY VOICE VOTE.**

#### **II. APPROVAL OF MINUTES**

##### **(II.1.) December 3, 2025 – Regular Meeting**

Minutes from the regular meeting of December 3, were reviewed. Councilmember Winters made a motion, seconded by Councilmember Cowling, to approve the December 3, 2025, meeting minutes as presented.

**MOTION CARRIED BY VOICE VOTE.**

#### **III. PROCLAMATIONS**

None.

#### **IV. PUBLIC COMMENTS**

None.

**V. PUBLIC HEARINGS AND ASSOCIATED ACTION**

**(V.1.) Public Hearing to receive comments on Ordinance No. 601 - An ordinance to allow parking as an accessory use**

Mayor Milewski opened the public hearing for comments on Ordinance No. 601 at 6:32 PM. City Manager Garland provided background information on the ordinance's purpose. With no comments from the public, Mayor Milewski closed the public hearing at 6:34 PM.

Councilmember Cook made a motion, seconded by Councilmember Starr, to approve Ordinance No. 601, an ordinance to amend Chapter 1260, Section 1260.03 and enact a New Section 1274.10 Entitled "Parking as an Accessory Use to an Adjacent Lot," of the Codified Ordinances of the City of Ionia.

Roll Call Vote:

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

Nays: None

Abstentions: None

**MOTION CARRIED**

**CITY OF IONIA  
IONIA COUNTY, MICHIGAN  
Ordinance No. 601**

At a regular meeting of City Council for the City of Ionia, Michigan held at City Hall on January 7, 2026, beginning at 6:30 P.M., Councilmember Cook made a motion to adopt this Ordinance, which by motion was supported by Councilmember Starr.

**AN ORDINANCE TO AMEND CHAPTER 1260, SECTION 1260.03 AND ENACT A NEW SECTION 1274.10 ENTITLED “PARKING AS AN ACCESSORY USE TO AN ADJACENT LOT” OF THE CODIFIED ORDINANCES OF THE CITY OF IONIA.**

The CITY OF IONIA (the “City”) HEREBY ORDAINS:

**Section 1. Amendment to Part Twelve, Title Six, Chapter 1260, Section 1260.03.** Part Twelve, Title Six, Chapter 1260, Section 1260.03 of the Codified Ordinances is hereby amended as follows:

**1260.03 SPECIAL LAND USES.**

The following uses may be allowed subject as a special land use by the Planning Commission subject to the general and specific requirements of Chapter 1274:

- (a) Business in the character of a drive-in or open front store.
- (b) Indoor and outdoor commercial storage and warehousing facilities.
- (c) Lumber yards, provided they comply with the following conditions:

- (1) Primary access shall be provided on a major street or highway.
- (2) The maximum size allowed when considering total land size shall not exceed 2.25 acres.
- (3) No greater than thirty percent (30%) of the sellable goods shall be stored in the open air.
- (d) Plant materials nursery for the retail sale of plant materials not grown on the site and sales of lawn furniture, playground equipment, and garden supplies, subject to the following conditions:
  - (1) The storage and/or display of any materials and/or products shall meet all structure setback requirements.
  - (2) All loading and parking shall be provided off-street.
  - (3) The storage of any soil, fertilizer, or other loose, unpackaged materials shall be contained to prevent any effects on adjacent use.
- (e) Outdoor theaters and open space venues - because outdoor theaters are unique in that they are used only after dark and since they develop a concentration of vehicular traffic entering and leaving their parking area, they shall be permitted in B-3 and I-1 districts only. Outdoor theaters shall further be subject to the following conditions:
  - (1) The proposed internal design shall receive approval from the Planning Commission and City Engineer regarding the adequacy of drainage, lighting, and other technical aspects based on applicable legal requirements.
  - (2) Outdoor theaters shall abut a major thoroughfare, and points of ingress and egress shall be available only from such major thoroughfares.
  - (3) All vehicles queueing up to enter the facility shall be provided with off-street waiting space. No vehicle shall be permitted to wait or stand within a dedicated right-of-way.
  - (4) The area shall be laid out to prevent the movie screen from being viewed from residential areas or adjacent major thoroughfares. All lighting used to illuminate the area shall be confined within and directed onto the outdoor theater site premises and subject to Section 1286.03.
- (f) Veterinary Hospitals or Veterinary Clinics, provided that all activities are conducted within an enclosed building and provided, further, that all buildings are set back at least 200 feet from abutting residential districts on the same side of the street.

(g) Parking as an accessory use to an adjacent lot, subject to Section 1274.10.

**Section 2. Enactment of Part Twelve, Title Six, Chapter 1274, Section 1274.10.** Part Twelve, Title Six, Chapter 1274 of the Codified Ordinances is hereby amended to enact a new Section 1274.10 to read in its entirety as follows:

**1274.10 PARKING AS AN ACCESSORY USE TO AN ADJACENT LOT.**

(a) Notwithstanding the general requirement of Section 1240.11(1) that an accessory use be located on the same zoning lot as the principal use to which it is related, the Planning Commission may

permit parking as an accessory use to an adjacent lot if the applicant demonstrates that the proposed parking cannot be reasonably placed on the same lot as the principal use due to site constraints or existing development.

(b) For purposes of the setback requirements under Section 1282.01(a), the barrier-free parking requirements under Section 1282.02(q), and calculating minimum and maximum parking space requirements, the two lots shall be considered one lot.

(c) All requirements under Chapter 1282 apply to parking approved under this section, provided, however, that if the principal use is on a lot outside of the City, the minimum and maximum parking space requirements shall not apply.

(d) As part of approval under this section, the Planning Commission may allow a dumpster enclosure or similar accessory structure that serves the principal use on the adjacent lot, subject to all applicable requirements of this Ordinance.

(e) In addition to any conditions that the Planning Commission may impose under Section 1274.05, the Planning Commission shall impose the following conditions with approval of a special land use under this section:

(1) The provision for parking as an accessory use to an adjacent lot shall be set forth in a recordable instrument recorded at the office of the Ionia County Register of Deeds, describing the lands affected by this agreement.

(2) The special land use approval shall automatically terminate if:

(A) the principal use on the adjacent lot ceases for a period of 18-months resulting in the use being considered abandoned, or;

(B) the principal use on the adjacent lot changes in use or expands resulting in significant alterations to site circulation, drainage, landscaping, lighting, and/or other considerations of site plan review that would require a site plan review by Planning Commission, or;

(C) the instrument required under Section 1274.10(d)(1) is found to be invalid or void by a court of competent jurisdiction or is terminated.

(3) Accessory structures shall not be allowed unless made part of said approval when granted.

**Section 3. Severability.** Should any portion of this Ordinance be declared to be invalid or unconstitutional by a court of competent jurisdiction, such declaration shall not affect any other portion or provision of this Ordinance, which shall remain valid and in full force and effect.

**Section 4. Effective Date.** This Ordinance shall become effective upon the expiration of seven (7) days after this Ordinance's adoption, or a summary thereof, appears in the newspaper as provided by law.

**ORDINANCE NO. 601 DECLARED ADOPTED.**

**VI. COMMUNICATIONS**

None.

**VII. CITY MANAGER'S REPORT**

**(VII.1.) Selection of Bond Counsel and Financial Advisor for DWSRF Debt issuance**

City Manager Garland explained that it was necessary to approve a municipal finance advisor and bond counsel to assist the City with the issuance of bonds related to lead service line replacement through the Drinking Water State Revolving Fund (DWSRF).

Councilmember Starr made a motion, seconded by Councilmember Millard, to approve Bendzinski & Co. Municipal Finance Advisors as the City's Registered Municipal Advisor and Miller, Canfield, Paddock and Stone, P.L.C. as Bond Counsel for the proposed issuance of the initial series of revenue bonds to finance lead service line replacement and related water system improvements pursuant to the Drinking Water State Revolving Fund program.

Roll Call Vote:

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

Nays: None

Abstentions: None

**MOTION CARRIED**

**(VII.2.) Resolution 2026-01 - Notice of Intent for 2025 DWSRF Financing**

Jeffrey Aronoff of Miller Canfield presented and explained Resolution 2026-01 to Council, associated with the City's 2026 DWSRF lead service line replacement project.

Councilmember Cowling made a motion, seconded by Councilmember Waterman, to approve Resolution 2025-28, a resolution to authorize publication of a notice of intent to issue bonds and declaration of intent to reimburse, associated with the City's 2026 DWSRF lead service line replacement project.

Roll Call Vote:

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

Nays: None

Abstentions: None

**MOTION CARRIED**

**Resolution 2026-01**



**A RESOLUTION AUTHORIZING PUBLICATION OF NOTICE OF INTENT TO ISSUE BONDS AND DECLARATION OF INTENT TO REIMBURSE**

At a meeting of the City Council of the City of Ionia, held at the Ionia City Hall, 114 North Kidd Street, Ionia, Michigan, on the 7th day of January, 2026 at 6:30 p.m., there were:

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

ABSENT: None

The following Resolution was offered for adoption by City Councilmember Cowling and was supported by City Councilmember Waterman:

**A RESOLUTION TO APPROVE:**

- Publication of a Notice of Intent to Issue up to \$6,000,000 of water revenue bonds for improvements to the City’s Water Supply System.
- Principal of and interest on the revenue bonds shall be payable from Water Supply System revenues.
- Anticipated low interest loan funding from Drinking Water State Revolving Fund.
- Voters will have 45 days after publication to petition for referendum.

**WHEREAS**, the City of Ionia, County of Ionia, State of Michigan (the “City”), has determined that it is necessary for the public health, safety and welfare of the City to acquire, construct, furnish and equip improvements to the Water Supply System of the City (the “System”), including lead service line replacement, together with all related appurtenances and attachments (the “Project”); and

**WHEREAS**, the City has been advised by the Michigan Department of Environment, Great Lakes and Energy (“EGLE”) that financial assistance to accomplish the acquisition and construction of all or a portion of the Project is available through the Drinking Water State Revolving Fund (“DWSRF”) loan program administered by the EGLE and the Michigan Finance Authority; and

**WHEREAS**, the City has made application for participation in the DWSRF loan program; and

**WHEREAS**, the Revenue Bond Act, Act 94, Public Acts of Michigan, 1933, as amended (“Act 94”), provides a means for financing the purchase, acquisition, construction, improvement, enlargement, extension and repair of public improvements such as the Project through the issuance of revenue bonds; and

**WHEREAS**, the issuance of bonds payable from revenues of the System under Act 94 in a total amount not to exceed Six Million Dollars (\$6,000,000) (the “Bonds”) for the purpose of financing all or part of the Project represents the most practical means to that end; and

**WHEREAS**, a notice of intent to issue revenue bonds must be published before the issuance of the Bonds in order to comply with the requirements of Section 33 of Act 94; and

**WHEREAS**, the City intends at this time to state its intentions to be reimbursed from proceeds of

the Bonds for any expenditures undertaken by the City for the Project prior to issuance of the Bonds.

**NOW, THEREFORE, BE IT RESOLVED THAT:**

1. The City Clerk is authorized and directed to publish a notice of intent to issue bonds in the Daily News, a newspaper of general circulation in the City.
2. The notice of intent shall be published as a display advertisement not less than one quarter (1/4) page in size in substantially the form attached to this resolution as Exhibit A.
3. The City Council does hereby determine that the foregoing form of Notice of Intent to Issue Bonds, and the manner of publication directed, is adequate notice to the electors of the City and users of the System, and is the method best calculated to give them notice of the City's intent to issue the Bonds, the purpose of the Bonds, the security for the Bonds, and the right of referendum of the electors with respect thereto, and that the provision of forty-five (45) days within which to file a referendum petition is adequate to insure that the City's electors may exercise their legal rights of referendum, and the newspaper named for publication is hereby determined to reach the largest number of persons to whom the notice is directed.
4. The City makes the following declarations for the purpose of complying with the reimbursement rules of Treas. Reg. § 1.150-2 pursuant to the Internal Revenue Code of 1986, as amended:
  - (a) As of the date hereof, the City reasonably expects to reimburse itself for the expenditures described in (b) below with proceeds of debt to be incurred by the City.
  - (b) The expenditures described in this paragraph (b) are for the costs of acquiring the Project which were paid or will be paid subsequent to sixty (60) days prior to the date hereof from the Water Supply System funds of the City.
  - (c) The maximum principal amount of debt expected to be issued for the Project, including issuance costs, is \$6,000,000.
  - (d) A reimbursement allocation of the expenditures described in (b) above with the proceeds of the borrowing described herein will occur not later than 18 months after the later of (i) the date on which the expenditure is paid, or (ii) the date the related Project is placed in service or abandoned, but in no event more than three (3) years after the original expenditure is paid. A reimbursement allocation is an allocation in writing that evidences the City's use of the proceeds of the debt to be issued for the Project to reimburse the City for a capital expenditure made pursuant to this resolution.
5. Miller, Canfield, Paddock and Stone, P.L.C. is hereby confirmed as Bond Counsel to the City in connection with the issuance of the Bonds.
6. Bendzinski and Co. is hereby confirmed as the registered municipal advisor to the City in connection with the issuance of the Bonds.
7. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same hereby are rescinded.

**RESOLUTION 2026-01 DECLARED ADOPTED.**

**(VII.3.) FY 24-25 Comprehensive Annual Financial Report**

Finance Director Chris Hyzer presented the FY24-25 Comprehensive Annual Financial Report along with Matt Smith from Vredeveld Haefner, LLC.

Councilmember Patrick made a motion, seconded by Councilmember Lee, to accept the FY24-25 Comprehensive Annual Financial Report and authorize its submission to the Michigan Department of Treasury with a noted correction to page 10 bullet point 3 to replace the word "decreased" with "increased."

Roll Call Vote:

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

Nays: None

Abstentions: None

**MOTION CARRIED**

**(VII.4.) Resolution 2026-02 - Request from County Seat Brewing Company, LLC for an On-Premises Tasting Room Permit**

City Manager Garland introduced Resolution 2026-02 as requested from County Seat Brewing Company, LLC for an On-Premises Tasting Room Permit.

Mayor Milewski made a motion, seconded by Councilmember Cowling, to approve Resolution 2026-02, a resolution to recommend approval by the Michigan Liquor Control Commission of the application from County Seat Brewing Company, LLC for a new On-Premises Tasting Room Permit at 326 & 328 W. Main Street.

Roll Call Vote:

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

Nays: None

Abstentions: None

**MOTION CARRIED**

**Resolution 2026-02**



**A RESOLUTION TO RECOMMEND APPROVAL OF AN ON-PREMISES TASTING ROOM PERMIT FOR COUNTY SEAT BREWING COMPANY, LLC**

At a regular meeting of the City of Ionia City Council called to order by Mayor Milewski, on the 7th day of January, 2026 at 6:30 p.m., at the Ionia City Hall, 114 North Kidd Street, Ionia, Michigan, there were:

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

ABSENT: None

The following Resolution was offered for adoption by Mayor Milewski and was supported by City Councilmember Cowling:

**WHEREAS**, the City of Ionia received a request from County Seat Brewing Company, LLC for the Ionia City Council to recommend approval of a new On-Premises Tasting Room Permit to the Michigan Liquor Control Commission (MLCC); and

**WHEREAS**, County Seat Brewing Company, LLC is proposing the On-Premises Tasting Room to be located at 326 & 328 W. Main Street, Ionia, MI 48846; and

**WHEREAS**, an On-Premises Tasting Room Permit is authorized by MCL 436.1536 and requires local government approval; and

**NOW, THEREFORE, BE IT RESOLVED THAT**, it is the consensus of the Ionia City Council to recommend this application be considered for approval by the Michigan Liquor Control Commission.

**RESOLUTION 2026-02 DECLARED ADOPTED.**

**(VII.5.) City of Ionia General Policy Manual - Section 6 - Assessor Policies Update - 6-007: Poverty Exemption 2026**

Councilmember Winters made a motion, seconded by Councilmember Cowling, to approve revised policy 6-007 Poverty Exemption Policy 2025 to reflect new income limits for 2026.

Roll Call Vote:

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

Nays: None

Abstentions: None

**MOTION CARRIED**

**(VII.6.) Fiscal Year 2025-2026 Budget Amendment #2**

Councilmember Patrick made a motion, seconded by Councilmember Waterman, to approve Budget Amendment #2 to the FY25-26 budget, as presented, which includes the General Fund and multiple special funds as detailed below.

Roll Call Vote:

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

Nays: None

Abstentions: None

**MOTION CARRIED**

**FY 25-26 Council Budget Adjustment #2**

	25-26 Amended Budget	Proposed Amendment #2	Proposed Budget After Amendment
<b>Fund: 101 GENERAL</b>			
101-000.000- INCOME TAX			
425.000 REVENUES	2,550,000.00	(140,000.00)	2,410,000.00
101-000.000- PENALTIES AND			
445.000 INTEREST ON TAXS	20,000.00	6,000.00	26,000.00
101-000.000- PROPERTY TAX			
447.000 ADMINISTRATIVE FE	59,000.00	4,000.00	63,000.00
101-000.000- CODE ENFORCEMENT			
453.000 FEES	2,000.00	2,000.00	4,000.00
101-000.000- FEDERAL GRANT	0.00	3,500.00	3,500.00
101-000.000- STATE GRANT	200,000.00	32,000.00	232,000.00
101-000.000- CHARGE FOR SERVICES			
628.000 FIRE	1,800,000.00	110,000.00	1,910,000.00
Revenues	<u>7,620,000.00</u>	<u>17,500.00</u>	<u>7,637,500.00</u>
Account Category: Expenditures			
Department: 101.000 COUNCIL			
101-101.000- MEMBERSHIP AND			
861.000 DUES	22,000.00	1,000.00	23,000.00
Total Dept 101.000 - COUNCIL	<u>54,250.00</u>	<u>1,000.00</u>	<u>55,250.00</u>
Department: 210.000 CITY LEGAL FEES			
101-210.000- CONTRACTUAL &			
801.000 PROFESSIONAL SEV	45,000.00	20,000.00	65,000.00
101-210.000- LEGAL FEES -			
801.002 PROSECUTION	60,000.00	(20,000.00)	40,000.00
Total Dept 210.000 - CITY LEGAL FEES	<u>105,000.00</u>	<u>0.00</u>	<u>105,000.00</u>
Department: 265.000 BUILDINGS -			
GROUNDS			
101-265.000-			
954.000 INSURANCE	95,000.00	10,000.00	105,000.00
Total Dept 265.000 - BUILDINGS -			
GROUNDS	<u>356,700.00</u>	<u>10,000.00</u>	<u>366,700.00</u>
Expenditures	<u>7,948,070.00</u>	<u>11,000.00</u>	<u>7,959,070.00</u>
Fund 101 - GENERAL:			
TOTAL			
REVENUES	7,620,000.00	17,500.00	7,637,500.00
TOTAL EXPENDITURES	7,948,070.00	11,000.00	7,959,070.00
NET OF REVENUES & EXPENDITURES:	(328,070.00)		(321,570.00)
BEG. FUND BALANCE	5,122,889.56		5,122,889.56
END FUND BALANCE	4,794,819.56		4,801,319.56

**Fund: 203 LOCAL STREETS**

Revenues	676,597.00	0.00	676,597.00
Account Category: Expenditures			
Department: 463.000 ROUTINE			
MAINTENANCE - GENERAL			
203-463.000-	REPAIR &		
775.000	MAINTENANCE		
	SUPPLIES	3,000.00	4,000.00
		1,000.00	
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Total Dept 463.000 - ROUTINE	523,000.00	1,000.00	524,000.00
Department: 463.100 TREE TRIMMING			
203-463.100-	CONTRACTUAL &		
801.000	PROFESSIONAL SEV	1,000.00	1,500.00
		500.00	
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Total Dept 463.100 - TREE TRIMMING	52,000.00	500.00	52,500.00
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Expenditures	702,000.00	1,500.00	703,500.00
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Fund 203 - LOCAL STREETS:			
TOTAL			
REVENUES	676,597.00		676,597.00
TOTAL EXPENDITURES	702,000.00		703,500.00
NET OF REVENUES & EXPENDITURES:	(25,403.00)		(26,903.00)
BEG. FUND BALANCE	939,987.10		939,987.10
END FUND BALANCE	914,584.10		913,084.10

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**Fund: 239 PARKS - FACILITIES IMPROVEMENTS**

Account Category: Revenues			
239-000.000-			
502.600	FEDERAL GRANT	0.00	382,000.00
			382,000.00
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Revenues	841,000.00	382,000.00	1,223,000.00
Account Category: Expenditures			
Department: 545.800 STEELE ST. PARK			
239-545.800-	CONTRACTUAL &		
801.000	PROFESSIONAL SEV	950,000.00	850,000.00
		(100,000.00)	
239-545.800-	ARCHITECTURAL-		
805.400	ENGINEERING	40,000.00	140,000.00
		100,000.00	
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Total Dept 545.800 - STEELE ST. PARK	990,000.00	0.00	990,000.00
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Expenditures	1,036,000.00	0.00	1,036,000.00
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Fund 239 - PARKS - FACILITIES IMPROVEMENTS:			
TOTAL			
REVENUES	841,000.00		1,223,000.00
TOTAL EXPENDITURES	1,036,000.00		1,036,000.00
NET OF REVENUES & EXPENDITURES:	(195,000.00)		187,000.00
BEG. FUND BALANCE	619,583.70		619,583.70
END FUND BALANCE	424,583.70		806,583.70

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**Fund: 245 INDUSTRIAL PARK LDFA**

Account Category: Revenues

245-000.000-	TAX INCREMENT			
430.000	FINANCING	0.00	10,000.00	10,000.00
Revenues		0.00	10,000.00	10,000.00

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Fund 245 - INDUSTRIAL PARK LDFA:

TOTAL				
REVENUES	0.00	10,000.00		10,000.00
TOTAL EXPENDITURES	0.00	0.00		0.00
NET OF REVENUES & EXPENDITURES:	0.00			10,000.00
BEG. FUND BALANCE	697.30			697.30
END FUND BALANCE	697.30			10,697.30

**Fund: 247 BROWNFIELD DEVELOPMENT**

Account Category: Revenues

247-000.000-	LICENSES AND			
450.000	PERMITS	0.00	3,000.00	3,000.00
Revenues		1,500.00	3,000.00	4,500.00
Expenditures		10,000.00	0.00	10,000.00

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Fund 247 - BROWNFIELD

DEVELOPMENT:				
TOTAL				
REVENUES	1,500.00			4,500.00
TOTAL EXPENDITURES	10,000.00			10,000.00
NET OF REVENUES & EXPENDITURES:	(8,500.00)			(5,500.00)
BEG. FUND BALANCE	61,847.60			61,847.60
END FUND BALANCE	53,347.60			56,347.60

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**Fund: 248 DOWNTOWN DEVELOPMENT OPERATING**

Account Category: Revenues

248-000.000-				
688.000	OTHER REVENUE	500.00	1,500.00	2,000.00
Revenues		313,000.00	1,500.00	314,500.00
Expenditures		345,230.00	0.00	345,230.00

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Fund 248 - DOWNTOWN

DEVELOPMENT OPERATING:				
TOTAL				
REVENUES	313,000.00			314,500.00
TOTAL EXPENDITURES	345,230.00			345,230.00
NET OF REVENUES & EXPENDITURES:	(32,230.00)			(30,730.00)
BEG. FUND BALANCE	184,140.04			184,140.04
END FUND BALANCE	151,910.04			153,410.04

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**Fund: 249 RECREATION DEPARTMENT**

Revenues	538,900.00	0.00		538,900.00
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Account Category: Expenditures			
Department: 536.000 ADMINISTRATION			
249-536.000-	SALARY & WAGES -		
702.009	SEASONAL	7,000.00	500.00
			7,500.00
Total Dept 536.000 - ADMINISTRATION		304,013.00	500.00
			304,513.00
Department: 560.000 OPERATIONS			
249-560.000-	YOUTH FOOTBALL		
762.313	ADVISORY BOARD	2,000.00	2,000.00
			4,000.00
Total Dept 560.000 - OPERATIONS		48,500.00	2,000.00
			50,500.00
Department: 755.000 ARMORY			
249-755.000-	BUILDING REPAIR &		
931.000	MAINTENANCE	6,000.00	7,000.00
			13,000.00
Total Dept 755.000 - ARMORY		32,600.00	7,000.00
			39,600.00
Department: 770.000 PARK			
MAINTENANCE			
249-770.000-			
740.000	OPERATING SUPPLIES	7,000.00	1,500.00
			8,500.00
Total Dept 770.000 - PARK		169,500.00	1,500.00
			171,000.00
Expenditures		554,613.00	11,000.00
			565,613.00
Fund 249 - RECREATION DEPARTMENT:			
TOTAL			
REVENUES		538,900.00	538,900.00
TOTAL EXPENDITURES		554,613.00	565,613.00
NET OF REVENUES & EXPENDITURES:		(15,713.00)	(26,713.00)
BEG. FUND BALANCE		43,955.87	43,955.87
END FUND BALANCE		28,242.87	17,242.87

<b>Fund: 250</b>			
<b>THEATRE</b>			
<b>FUND</b>			
Revenues		405,100.00	0.00
			405,100.00

Account Category: Expenditures			
Department: 442.000 OPERATIONS			
250-442.000-	LIVE ENTERTAINMENT		
732.000	EXPENSE	0.00	1,100.00
			1,100.00
250-442.000-			
980.000	CAPITAL OUTLAY	185,000.00	(85,000.00)
			100,000.00
Expenditures		481,850.00	(83,900.00)
			397,950.00

Fund 250 - THEATRE FUND:			
TOTAL			
REVENUES		405,100.00	405,100.00
TOTAL EXPENDITURES		481,850.00	397,950.00
NET OF REVENUES & EXPENDITURES:		(76,750.00)	7,150.00
BEG. FUND BALANCE		291,698.30	291,698.30

END FUND BALANCE 214,948.30 298,848.30

**Fund: 284 OPIOID**

**SETTLEMENT FUND**

Account Category: Revenues

284-000.000-

685.000	Opioid Settlement Revenue	5,000.00	4,200.00	9,200.00
	Revenues	5,050.00	4,200.00	9,250.00
	Expenditures	1,000.00	0.00	1,000.00

Fund 284 - OPIOID

SETTLEMENT FUND:

TOTAL

REVENUES	5,050.00		9,250.00
TOTAL EXPENDITURES	1,000.00		1,000.00
NET OF REVENUES & EXPENDITURES:	4,050.00		8,250.00
BEG. FUND BALANCE	480.39		480.39
END FUND BALANCE	4,530.39		8,730.39

**Fund: 588 DIAL-A-RIDE**

Account Category: Revenues

588-000.000-

569.800	STATE GRANT - RTAP	5,500.00	19,500.00	25,000.00
	Revenues	2,162,949.00	19,500.00	2,182,449.00

Account Category: Expenditures

Department: 560.000 OPERATIONS

588-560.000-

743.100 OPERATING SUPPLIES- TIRES/TUBES 6,100.00 3,900.00 10,000.00

588-560.000-

954.000 INSURANCE 14,645.00 855.00 15,500.00

Total Dept 560.000 - OPERATIONS 520,810.00 4,755.00 525,565.00

Department: 564.000 MAINTENANCE

588-564.000-

850.000 COMMUNICATIONS 2,470.00 1,530.00 4,000.00

588-564.000-

930.000 VEHICLE REPAIR & MAINTENANCE 35,000.00 15,000.00 50,000.00

588-564.000-

931.000 BUILDING REPAIR & MAINTENANCE 5,395.00 4,605.00 10,000.00

Total Dept 564.000 - MAINTENANCE 48,725.00 21,135.00 69,860.00

Department: 568.000 Equitable Mobility

588-568.000-

729.000 CREDIT CARD FEES 0.00 2,500.00 2,500.00

588-568.000-

980.000 CAPITAL OUTLAY 1,600.00 3,400.00 5,000.00

Total Dept 568.000 - Equitable Mobility 264,244.00 5,900.00 270,144.00

Expenditures 2,148,499.00 31,790.00 2,180,289.00

Fund 588 - DIAL-A-RIDE:			
TOTAL			
REVENUES	2,162,949.00	19,500.00	2,182,449.00
TOTAL EXPENDITURES	2,148,499.00	31,790.00	2,180,289.00
NET OF REVENUES & EXPENDITURES:	14,450.00		2,160.00
BEG. FUND BALANCE	1,158,926.12		1,158,926.12
END FUND BALANCE	1,173,376.12		1,161,086.12

**Fund: 590 SEWER DEPT.**

Account Category: Revenues			
590-000.000-	TOWNSHIP REIMB FOR		
664.200	EXPENSES	2,000.00	18,000.00
			20,000.00
Revenues		3,667,000.00	18,000.00
			3,685,000.00
Expenditures		3,420,941.00	0.00
			3,420,941.00

Fund 590 - SEWER DEPT.:			
TOTAL			
REVENUES	3,667,000.00		3,685,000.00
TOTAL EXPENDITURES	3,420,941.00		3,420,941.00
NET OF REVENUES & EXPENDITURES:	246,059.00		264,059.00
BEG. FUND BALANCE	14,886,242.84		14,886,242.84
END FUND BALANCE	15,132,301.84		15,150,301.84

**Fund: 591 WATER DEPT.**

Account Category: Revenues			
591-000.000-			
502.000	FEDERAL GRANT	0.00	210,500.00
			210,500.00
Revenues		3,197,000.00	210,500.00
			3,407,500.00

Account Category: Expenditures			
Department: 558.000 ADMINISTRATIVE			
591-558.000-	CONTRACTUAL &		
801.000	PROFESSIONAL SEV	225,000.00	60,000.00
			285,000.00
Total Dept 558.000 - ADMINISTRATIVE		1,450,017.00	60,000.00
			1,510,017.00
Expenditures		2,756,017.00	60,000.00
			2,816,017.00

Fund 591 - WATER DEPT.:			
TOTAL			
REVENUES	3,197,000.00		3,407,500.00
TOTAL EXPENDITURES	2,756,017.00		2,816,017.00
NET OF REVENUES & EXPENDITURES:	440,983.00		591,483.00
BEG. FUND BALANCE	12,891,237.01		12,891,237.01
END FUND BALANCE	13,332,220.01		13,482,720.01

**(VII.7.) Resolution 2026-03 - Intent to Provide Public Transportation Services via IDART (10-1-25 to 9-30-26)**

Councilmember Cowling made a motion, seconded by Councilmember Winters, to approve Resolution #2026-03, which details the City's intent to provide public transportation services for fiscal year 2027 and designates the City Manager as the single point of contact with MDOT for public transportation matters.

Roll Call Vote:

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

Nays: None

Abstentions: None

**MOTION CARRIED**

**Resolution 2026-03**



**A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF IONIA REGARDING FINANCIAL ASSISTANCE FOR FISCAL YEAR 2027 UNDER PUBLIC ACT 51 OF 1951, AS AMENDED**

At a regular meeting of the City Council of the City of Ionia, held at the Ionia City Hall, 114 North Kidd Street, Ionia, Michigan, on the 7th day of January, 2026 at 6:30 p.m., there were:

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

ABSENT: None

The following Resolution was offered for adoption by City Councilmember Cowling and was supported by City Councilmember Winters:

**WHEREAS**, pursuant to Public Act 51 of 1951, as amended (Act 51), it is necessary for the City of Ionia, a Home Rule City established pursuant to Public Act 279 of 1909, as amended, to provide a local transportation program for the state fiscal year of 2027 and, therefore, apply for state financial assistance under provisions of Act 51; and,

**WHEREAS**, it is necessary for the City of Ionia to name an official representative for all public transportation matters, who is authorized to provide such information as deemed necessary by the State Transportation Commission or department for its administration of Act 51; and,

**WHEREAS**, it is necessary to certify that no changes in eligibility documentation have occurred during the past state fiscal year; and,

**WHEREAS**, the performance indicators for this agency have been reviewed and approved by the City of Ionia; and,

**WHEREAS**, the City Council of the City of Ionia has reviewed and approved the proposed budget with sources of estimated federal funds of \$140,820; estimated state funds of \$251,287; estimated local funds of \$210,000; estimated fare box revenues of \$77,500; estimated other funds of \$77,860 (revenues totaling \$757,467) and with total eligible expenses of \$909,431 for Fiscal Year 2027; and,

**WHEREAS**, the City Council of the City of Ionia has also reviewed and approved the additional funding requests of \$525,000 from Federal Section 5339 Bus and Bus Facilities Program Funds for replacing vault equipment, facility updates including building a new garage vehicle housing unit, replacement of the maintenance sweeper, and replacement of the AVL monitor and computer; \$862,500 from Federal Section 5339 Bus and Bus Facilities Program Funds for replacement of 5 buses; \$36,928 for State Specialized Services funding for transporting elderly persons and persons with disabilities; \$168,500 in Federal Section 5311 Job Access Reverse Commute in continuation funding; \$50,000 from STP Funds through the RTF for facility improvements, including parking lot repairs; and \$87,500 from 5310/New Freedom Funds for a Mobility Manager.

**NOW, THEREFORE, BE IT RESOLVED THAT**, the City of Ionia does hereby make its intentions known to provide public transportation services and to apply for state financial assistance with this annual plan, in accordance with Act 51.

**BE IT FURTHER RESOLVED THAT**, the City Manager is hereby appointed as the Transportation Coordinator for all public transportation matters, and is authorized to provide such information as deemed necessary by the State Transportation Commission or department for its administration of Act 51 for 2027.

**RESOLUTION 2026-03 DECLARED ADOPTED.**

**(VII.8.) Resolution 2026-04 - Deficit Elimination Plan for Ionia Theatre Fund**

Councilmember Starr made a motion, seconded by Councilmember Winters, to approve Resolution 2026-04, a resolution implementing a deficit elimination plan for the City of Ionia Theatre Fund and authorize its filing with the Michigan Department of Treasury.

Roll Call Vote:

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

Nays: None

Abstentions: None

**MOTION CARRIED**

**Resolution 2026-04**



**COUNTY OF IONIA, MICHIGAN**

**A RESOLUTION IMPLEMENTING A DEFICIT ELIMINATION PLAN FOR THE CITY OF IONIA THEATRE FUND**

At a meeting of the City Council of the City of Ionia, held at the Ionia City Hall, 114 North Kidd Street, Ionia, Michigan, on the 7th day of January, 2026 at 6:30 p.m., there were:

PRESENT: Tim Lee, Margot Cook, Tom Millard, Richard Starr, Jeff Winters, Mary Patrick, Troy Waterman, Brenda Cowling, John Milewski  
 ABSENT: None

The following Resolution was offered for adoption by City Councilmember Starr and was supported by City Councilmember Winters:

**WHEREAS**, the City of Ionia’s Theatre Fund had a \$2,704 deficit fund balance as of June 30, 2025; and

**WHEREAS**, 1971 PA 140 requires that a Deficit Elimination Plan be formulated by the local unit of government and filed with the Michigan Department of Treasury; now

**THEREFORE, BE IT RESOLVED** that the City of Ionia’s legislative body adopts the following as the City of Ionia’s Theatre Fund Deficit Elimination Plan:

<u>GL Number</u>	<u>Description</u>	<u>25-26 Amended Budget</u>	<u>YTD Balance 12/31/2025</u>
<u>Fund: 250 THEATRE FUND</u>			
<u>250-000.000-633.000</u>	<u>MOVIE ADMISSIONS</u>	<u>85,000.00</u>	<u>26,866.00</u>
<u>250-000.000-634.000</u>	<u>MOVIE CONCESSIONS LIVE ENTERTAINMENT</u>	<u>115,000.00</u>	<u>45,593.90</u>
<u>250-000.000-635.000</u>	<u>REVENUE</u>	<u>2,000.00</u>	<u>925.00</u>
<u>250-000.000-639.000</u>	<u>THEATRE RENTAL</u>	<u>5,000.00</u>	<u>1,300.00</u>
<u>250-000.000-640.000</u>	<u>ADVERTISING REVENUES</u>	<u>6,000.00</u>	<u>1,254.23</u>
<u>250-000.000-665.000</u>	<u>INTEREST</u>	<u>100.00</u>	<u>(356.08)</u>
<u>250-000.000-675.000</u>	<u>GIFTS DONATIONS</u>	<u>4,000.00</u>	<u>769.86</u>
<u>250-000.000-688.000</u>	<u>OTHER REVENUE</u>	<u>3,000.00</u>	<u>1,695.75</u>
<u>250-000.000-699.101</u>	<u>CONTRIBUTION FROM GENERAL</u>	<u>20,000.00</u>	<u>-</u>
<u>250-000.000-699.248</u>	<u>CONTRIBUTION FROM DDA</u>	<u>185,000.00</u>	<u>0.00</u>
<u>Revenues</u>		<u>425,100.00</u>	<u>78,048.66</u>
<u>Account Category: Expenditures</u>			
<u>Department: 442.000</u>			
<u>OPERATIONS</u>			
<u>250-442.000-702.000</u>	<u>SALARY &amp; WAGES</u>	<u>106,000.00</u>	<u>42,362.33</u>
<u>250-442.000-710.000</u>	<u>PAYROLL TAXES &amp; FRINGE BENEFIT</u>	<u>12,000.00</u>	<u>5,369.99</u>
<u>250-442.000-727.000</u>	<u>OFFICE SUPPLIES</u>	<u>900.00</u>	<u>292.63</u>
<u>250-442.000-728.000</u>	<u>POSTAGE</u>	<u>100.00</u>	<u>0.00</u>

<u>250-442.000-729.000</u>	<u>CREDIT CARD FEES</u>	<u>5,000.00</u>	<u>2,373.48</u>
<u>250-442.000-732.000</u>	<u>LIVE ENTERTAINMENT</u>		
	<u>EXPENSE</u>	<u>0.00</u>	<u>1,083.45</u>
<u>250-442.000-740.000</u>	<u>OPERATING SUPPLIES</u>	<u>2,000.00</u>	<u>575.85</u>
<u>250-442.000-801.000</u>	<u>CONTRACTUAL &amp;</u>		
	<u>PROFESSIONAL SEV</u>	<u>16,000.00</u>	<u>7,102.31</u>
<u>250-442.000-804.000</u>	<u>FILM EXPENSE</u>	<u>45,000.00</u>	<u>15,265.21</u>
<u>250-442.000-805.000</u>	<u>CONCESSION EXPENSE</u>	<u>42,000.00</u>	<u>13,792.53</u>
<u>250-442.000-851.000</u>	<u>TELEPHONE</u>	<u>1,100.00</u>	<u>315.00</u>
<u>250-442.000-861.000</u>	<u>MEMBERSHIP AND DUES</u>	<u>750.00</u>	<u>0.00</u>
<u>250-442.000-862.000</u>	<u>SUBSCRIPTIONS</u>	<u>500.00</u>	<u>149.99</u>
<u>250-442.000-920.000</u>	<u>PUBLIC UTILITIES</u>	<u>35,000.00</u>	<u>8,503.70</u>
<u>250-442.000-931.000</u>	<u>BUILDING REPAIR &amp;</u>		
	<u>MAINTENANCE</u>	<u>20,000.00</u>	<u>9,338.76</u>
<u>250-442.000-956.001</u>	<u>SALES TAX</u>	<u>6,000.00</u>	<u>1,704.77</u>
<u>250-442.000-962.200</u>	<u>ADVERTISING -</u>		
	<u>PROMOTION</u>	<u>4,500.00</u>	<u>1,118.60</u>
<u>250-442.000-968.000</u>	<u>DEPRECIATION</u>	<u>0.00</u>	<u>0.00</u>
<u>250-442.000-980.000</u>	<u>CAPITAL OUTLAY</u>	<u>100,000.00</u>	<u>0.00</u>
<u>Total Dept 442.000 -</u>			
<u>OPERATIONS</u>		<u>396,850.00</u>	<u>109,348.60</u>
<u>Expenditures</u>		<u>396,850.00</u>	<u>109,348.60</u>
<u>Fund 250 - THEATRE FUND:</u>			
<u>TOTAL REVENUES</u>		<u>425,100.00</u>	<u>78,048.66</u>
<u>TOTAL EXPENDITURES</u>		<u>396,850.00</u>	<u>109,348.60</u>
<u>NET OF REVENUES &amp;</u>			
<u>EXPENDITURES:</u>		<u>28,250.00</u>	<u>(31,299.94)</u>
<u>BEG. FUND BALANCE -</u>			
<u>ALL FUNDS</u>		<u>291,698.30</u>	<u>291,698.30</u>
<u>END FUND BALANCE -</u>			
<u>ALL FUNDS</u>		<u>319,948.30</u>	<u>260,398.36</u>

## RESOLUTION 2026-04 DECLARED ADOPTED.

### (VII.9.) Property and Liability Insurance for City of Ionia - 11/1/25 - 10/31/26 Rate Adjustment

City Manager Garland explained that every five years, MMRMA conducts a review of all properties it insures on the City's behalf. For the City's entire asset group (buildings, surrounding improvements + contents) values increased from \$22,851,500 to \$36,640,800; a 60% (\$13,789,300) increase. It was determined that this report was more thorough than the previous report, picking up additional assets, reflecting recent park project improvements, and also reflecting the increased cost of construction in today's marketplace, especially where block and brick buildings are concerned. Garland noted that funding for this premium has been budgeted and will be split proportionately across the applicable city departments.

Councilmember Millard made a motion, seconded by Councilmember Starr, to approve \$6,500 in

additional premium payment to secure \$13,789,300 in added property insurance loss coverage.

Roll Call Vote:

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

Nays: None

Abstentions: None

**MOTION CARRIED**

**(VII.10.) Property and Liability Insurance Renewal for IRUA - 2/1/26 - 1/31/27**

Councilmember Winters made a motion, seconded by Councilmember Starr, to approve the property and liability insurance proposal from Michigan Municipal Risk Management Authority (MMRMA) of \$32,174 for February 1, 2026, to January 31, 2027, and name Joe Lafler, City of Ionia Utilities Director as its Member Representative regarding this proposal. The motion also included approving the NFIP insurance renewal for the same period for \$2,321 with monies having been budgeted for this expense in the IRUA Fund, 598-558.000-954.000

Roll Call Vote:

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

Nays: None

Abstentions: None

**MOTION CARRIED**

**(VII.11.) WWTP #3 Firetube Boiler - Tube Replacement Project**

Councilmember Millard made a motion, seconded by Councilmember Winters, to approve the bid from Northern Boiler Mechanical Contractors of Grand Rapids, MI in the amount of \$21,458.00 to complete the WWTP #3 Firetube Boiler Project with a 20% contingency (\$4,292), in the event difficulties are incurred with funds available to complete this project from the IRUA Fund account #598-563.000-801.000.

Roll Call Vote:

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

Nays: None

Abstentions: None

**MOTION CARRIED**

**(VII.12.) 2026 Street Reconstruction Project - Bid Award**

Councilmember Starr made a motion, seconded by Councilmember Cowling, to approve the recommended bid from CL Trucking & Excavating of Ionia, in the amount of \$1,111,048 for the 2026 Street Improvement Project. Garland noted that funds will be budgeted for this project in the appropriate accounts from the Water Fund, Sanitary Sewer Fund, Major Street Fund, and Local Street Fund.

Roll Call Vote:

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

Nays: None

Abstentions: None  
**MOTION CARRIED**

### **VIII. APPOINTMENTS**

None.

### **IX. CITY DEPARTMENT REPORTS AND MINUTES FROM BOARDS AND COMMISSIONS**

#### **(IX.1.) Accounts Payable**

**January 8 - Councilmember Millard and/or Councilmember Cowling**

**January 22 - Councilmember Starr and/or Councilmember Lee**

#### **(IX.2.) December 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 Bowman:** Announced a training opportunity related to Planning Commission and zoning to be held at City Hall on February 10.

**City Manager Garland:** Wished everyone a Happy New Year.

**Tom Millard:** Wished everyone a Happy New Year.

**Richard Starr:** Echoed sentiments on a Happy New Year.

**Jeff Winters:** Indicated that he was happy to be back after missing a few Council meetings.

**Troy Waterman:** Offered appreciation for the great Christmas celebration downtown.

**Brenda Cowling:** (1) Echoed remarks on a Happy New Year; (2) Noted enthusiasm for the DDA report and all of its creative ideas.

**Mayor John Milewski:** (1) Informed Council that a bench has been purchased for the Fairgrounds on behalf of the 2025 City Council; (2) Indicated that Polly Products offered a tour of their facility to Council; (3) Announced that the State of the City will be held on Saturday, February 21 at the Ionia Theatre starting at 3:00 PM; (4) Provided a reminder that City Council elections will be held in November for five councilmembers.

### **XI. CLOSED SESSION**

#### **(XI.1.) Closed session in accordance with MCL 15.268, Sec. 8 (1)(h) To consider material exempt from discussion or disclosure by state or federal statute (simple majority vote required)**

Councilmember Patrick made a motion, seconded by Councilmember Millard, to enter into closed session at 7:46 PM to consider material exempt from discussion or disclosure by state or federal statute in accordance with MCL 15.268, Sec. 8(1)(h).

**MOTION CARRIED UNANIMOUSLY BY VOICE VOTE.**

Councilmember Cowling made a motion, seconded by Councilmember Waterman, to end closed session and reenter open session at 8:25 PM.

**MOTION CARRIED UNANIMOUSLY BY VOICE VOTE.**

**XII. ADJOURNMENT**

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

**MOTION CARRIED BY VOICE VOTE.**

The meeting was adjourned at 8:25 PM.

Respectfully Submitted,

Jonathan T. Bowman  
Ionia City



# CITY OF IONIA

## STAFF REPORT FOR COUNCIL AGENDA ITEM

Agenda Item: VI.1

TO: Mayor Milewski and Councilmembers

FROM: Precia Garland, City Manager

DATE: February 4, 2026

RE: Vertical Pole Banner Application - Ionia High School Class of 2026

### Background:

Attached please find an application from the Ionia High School Senior Lock-In Committee. It is requesting the placement of banners featuring Class of 2026 graduating seniors on all 96 available banner poles. The banners are single-sided, so two can be placed back-to-back per pole for a total possible of 192 banners. The final number of banners requested will be determined based on the actual number of participating seniors. If there are more participants than available banner locations, we will work with the Senior Lock-In Committee on alternatives to publicly display any remaining banners.

The requested display period is from April 2 – May 14, 2026 (6 weeks), which is within the total allowable 12 weeks, per the Vertical Pole Banner Display Policy. All other conditions as required by the policy appear to be satisfied.

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

### Requested Action / Motion:

It is requested the Ionia City Council make a motion to approve the vertical pole banner application submitted by the Ionia High School Senior Lock-In Committee to display up to 192 banners as specified, from April 2 – May 14, 2026.

### Motion By:

### Seconded By:

<b>Roll Call Vote:</b>	Lee	___	Winters	___
	Cook	___	Patrick	___
	Millard	___	Waterman	___
	Starr	___	Cowling	___
	Milewski	___		



## Vertical Pole Banner Application

Submit Applications to City Hall

Street Address: 114 North Kidd Street Ionia, MI 48846

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

Ph: (616) 527-4170 Website: [www.ci.ionia.mi.us](http://www.ci.ionia.mi.us)

Date of Application: 1-6-26

Permit Fee: \$5.00 per banner

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

### Applicant Information

Name of Applicant: Anisa Petersen

Name of Organization: IHS Senior Lock<sup>IN</sup> Role within Organization: CoTreasurer

Address: 1839 Haynor City, State, Zip: Ionia MI 48846

Phone: 616-902-1074 Email: anisagedf@hotmail.com

### Banner Details

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

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

IHS senior

2. Total number of banners: approx 100-150



*Logan  
Schafer*

**CLASS OF  
2021**



# CITY OF IONIA

## STAFF REPORT FOR COUNCIL AGENDA ITEM

Agenda Item: VI.2

TO: Mayor Milewski and Councilmembers

FROM: Precia Garland, City Manager

DATE: February 4, 2026

RE: Granger Waste Services - 2025 Annual Refuse & Recycling Report

**Background:**

The City of Ionia and Granger Waste Services have a current Domestic Refuse and Recycling Collection Agreement that was executed in 2023, following a competitive bidding process. It is customary for Granger to annually provide the City with a report of its performance, sharing statistical and other data that informs the Council of Granger’s activities for the past year, plus any projections that will assist the Council in its future planning. Jami Anderson, Municipal Manager for Granger Waste Services plans to attend this evening’s meeting and present an annual report on behalf of Granger.

**Requested Action / Motion:**

It is requested the Ionia City Council accept the 2025 Annual Solid Waste Report provided by Granger Waste Services.

---

**Motion By:**

**Seconded By:**

<b>Roll Call Vote:</b>	Lee	___	Winters	___
	Cook	___	Patrick	___
	Millard	___	Waterman	___
	Starr	___	Cowling	___
	Milewski	___		



16980 Wood Road  
Lansing, Michigan 48906-1044  
1-888-9GRANGER (1-888-947-2643)  
P 517-372-2800  
F 517-372-9220  
[www.grangernet.com](http://www.grangernet.com)

## CITY OF IONIA ANNUAL REVIEW 2025

**FEBRUARY 4, 2026**

Good evening from Granger Waste Services! We are in the third year of a five-year agreement. This agreement allows for two additional five-year extensions.

Granger collects trash weekly from occupied residential households within the city limits. With the new contract in 2023, the 65-gallon cart option was eliminated. Bag tags are used for when a resident has additional trash that will not fit in the Granger cart, a tag is to be put on each bag outside of the cart. Bags are to be no larger than 30-gallons and the maximum weight is 30 pounds. The current breakdown of service choices for the households is as follows:

### TRASH CUSTOMERS IN THE CITY OF IONIA

TRASH SERVICE TYPE	2022	2023	2024	2025
96-Gallon Cart Service	89%	100%	100%	100%
65-Gallon Cart Service	11%	0%	0%	0%
Bag Tags Sold (monthly average)	48 Tags	29 Tags	13 Tags	13 Tags*

\* As reported by the city. There were 150 bag tag sold in 2025.

### RECYCLING CUSTOMERS IN THE CITY OF IONIA

Granger provides comingled (“single-stream”) street-side recycling with a 96-gallon Curby Recycler cart for the city households with trash service. Recycling is collected every other week. Ninety-one (91%) percent of households are signed up for recycling.

### CLEANUPS FOR THE CITY OF IONIA

The City and Granger continue with a spring and fall cleanup at the DPW location. For both spring and fall 2025 cleanups, Granger supplied one 40-yard roll-off and three REL trucks. The total yardage and containers hauled as part of the cleanup events follows.



16980 Wood Road  
 Lansing, Michigan 48906-1044  
 1-888-9GRANGER (1-888-947-2643)  
 P 517-372-2800  
 F 517-372-9220  
 www.grangernet.com

### CITY OF IONIA CLEANUP PROGRAM

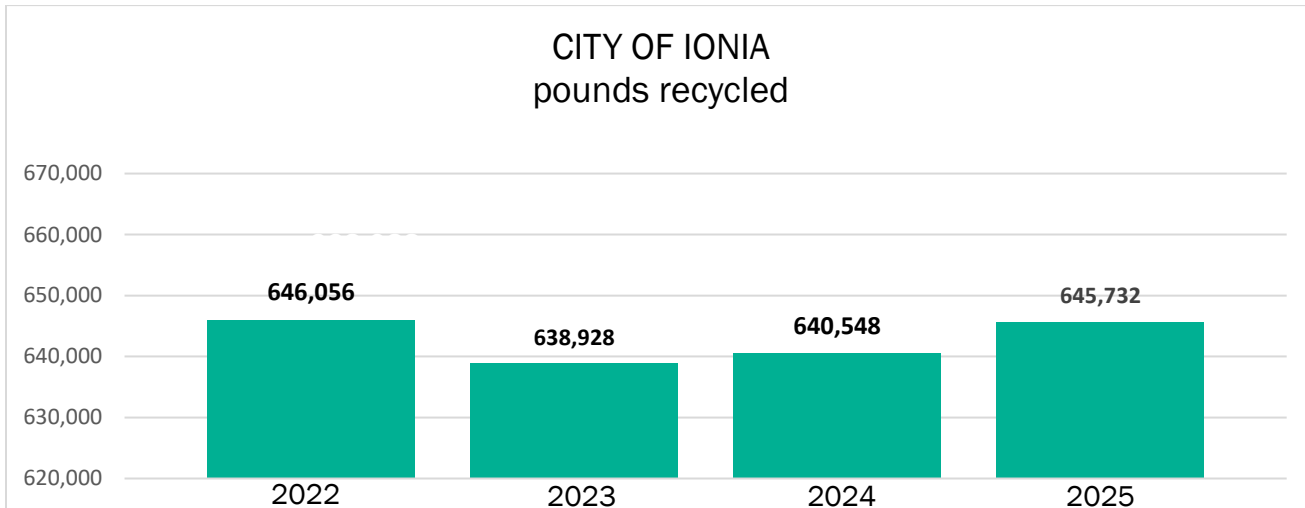
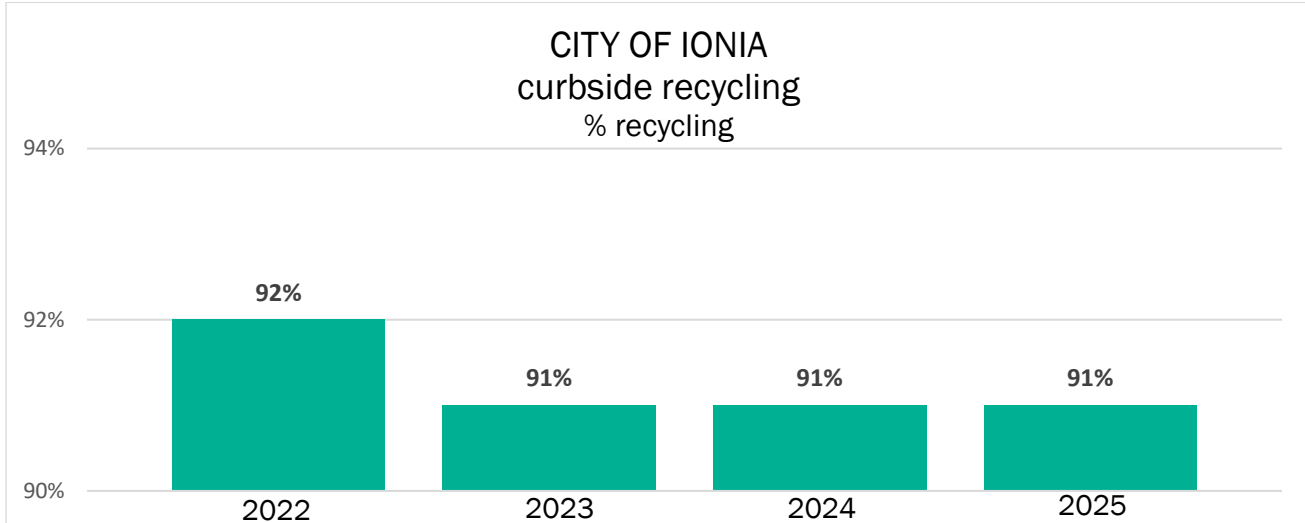
Cleanup Program	2022		2023		2024		2025	
	Spring	Fall	Spring	Fall	Spring	Fall	Spring	Fall
Cleanup Yardage	82	56	84	92	64	28	87	64
40-yard roll-off	1	1	1	1	1	1	1	1

### CITY OF IONIA RESIDENTIAL RATES

The table below has the monthly residential rates from 2022 to 2025. Granger’s standard trash rate in this area is \$30.68/month and the recycling rate is \$16.29/month, for a total of \$46.97/month.

Annual rate adjustments are based on the U.S Department of Labor Consumer Price Index.

Service Type	July 2022	July 2023	July 2024	July 2025
96-Gallon Cart Service	\$8.00	\$9.40	\$10.10	\$10.30
65-Gallon Cart Service	\$7.50	N/A	N/A	N/A
Recycling	\$3.70	\$4.10	\$4.30	\$4.50
Bag Tags (each)	\$1.85	\$4.00	\$4.14	\$4.25



**Your recycling efforts have resulted in any one of the following.**

Number of Trees Saved (17 trees per ton recycled)	5,489
kWh of Electricity Saved (4,100 kWh per ton recycled)	1,323,751
Pounds of Air Pollution Effluent Reduced (60 lbs. per ton) recycled)	19,372
Gallons of Water Conserved (7,000 gallons per ton) recycled)	2,260,062
Cubic Yards of Landfill Space Saved (3.33 yards per ton) recycled)	1,075



# CITY OF IONIA

## STAFF REPORT FOR COUNCIL AGENDA ITEM

Agenda Item: VI.3

TO: Mayor Milewski and Councilmembers  
 FROM: Precia Garland, City Manager  
 DATE: February 4, 2026  
 RE: Ionia Community Library 2025 Annual Report

### Background:

The City of Ionia entered into an agreement with participating municipalities on July 1, 2004 to create the Ionia Community Library, a district library pursuant to Act No. 24 of the Public Acts of 1989, as amended. As such, the Ionia Community Library is a separate municipal entity with a separate District Library Board, fully empowered to establish, maintain and operate a public library for the district.

The City of Ionia appoints two members to the District Library Board, leases the Hall-Fowler House at 126 E. Main Street to the library for \$1 per year, and otherwise by custom, receives an annual report from the library regarding its overall operations. Following this cover memo is the 2025 annual library report, which will be presented by Library Director Dale Parus.

### Requested Action / Motion:

It is requested the Ionia City Council accept the 2025 Ionia Community Library Report provided by Library Director Dale Parus.

### Motion By:

### Seconded By:

<b>Roll Call Vote:</b>	Lee	___	Winters	___
	Cook	___	Patrick	___
	Millard	___	Waterman	___
	Starr	___	Cowling	___
	Milewski	___		



# Ionia

Community Library

Update to Ionia City Council  
February 4, 2026

SOURCE:  
ICL 2025  
June  
Monthly  
Statistical  
Report



June 2025 Statistics Report

Circulation Information	2025	2024	2023
# of Materials Circulated	7334	6972	6815
# of Days/Hours Open	25 218	25 212	26 226
Avg. Daily Circulation	293	279	262
# of Visitors to Library	4524	4345	4400
Avg. Daily Visitors	181	174	169

By Card Category			
Berlin	350	490	349
Easton	1216	932	932
Ionia Twp.	865	739	967
N. Plains	51	74	97
Orange	124	83	98
Orleans	178	164	179
Ronald	442	360	390
Ionia City	2238	2178	2410
Temporary	2	1	2
Institutions	23	33	32
Student	7	5	6
Nonresidents	292	326	279
OverDrive	1281	1331	875
Creativebug	1	3	
Other	264	253	199
<b>Totals</b>	<b>7334</b>	<b>6972</b>	<b>6815</b>

Inter-Library Loan			
Loaned	427	532	486
Borrowed	277	228	288
<b>Reference Questions</b>	<b>4342</b>	<b>3851</b>	<b>3641</b>

Computer & Wi-Fi Usage			
Computer Usage	306	317	319
Wifi Usage	1291	1398	1695
<b>Total</b>	<b>1597</b>	<b>1715</b>	<b>2014</b>

Website			
Site Sessions	1331		
Page Views	2275		
Unique Visitors	945		

	Events	# of Events	Attendance	# of Events	Attendance	# of Events	Attendance
Adult	4	4	307	2	4	1	4
Teen	4	4	193	3	6	2	7
Kid's	16	16	1688	17	1237	20	1965
Other: community outreach, tours and visits	17	17	62	9	96	4	42
<b>Totals</b>	<b>41</b>	<b>41</b>	<b>2250</b>	<b>31</b>	<b>1343</b>	<b>27</b>	<b>2018</b>

Circulation by Format and/or Category				Circulation by Age	
	Adult	Teen	Tween & Kid's		
Fiction	1505	366	2719	15 & under	1256
Nonfiction	293	7	370	15-34	1435
Audiobooks	11	0	18	35-64	2250
DVDs	399	141	156	65 & over	1085
Periodicals	0	0	0	<b>Totals</b>	<b>6026</b>
OverDrive & Creativebug	1090	95	97	OverDrive & Creativebug	1282
MeL	47	0	0	Institution & Other	26
Video Games	0	0	0		
STEM Kits	0	0	20		
Music CDs	0	0	0		
<b>Totals</b>	<b>3345</b>	<b>609</b>	<b>3380</b>	<b>7334</b>	<b>Total Circulation 7334</b>

Collection Additions			
Books Purchased/Donated	148		197
Audiobooks Purchased/Donated	0		5
DVDs Purchased/Donated	11		22
<b>Totals</b>	<b>159</b>		<b>201</b>

Circulation by Format/Category	Adult	Teen	Tween & Kid's	Total Collection Additions
Fiction	73	0	49	<b>159</b>
Nonfiction	5	0	21	
Audiobooks	0	0	0	
DVDs	5	5	1	
<b>Totals</b>	<b>83</b>	<b>5</b>	<b>71</b>	

SOURCE:  
Library of  
Michigan,  
State  
Statistics,  
2025

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R
1	State Aid Library Programming & Visits Chart	July	August	September	October	November	December	January	February	March	April	May	June	Totals				
2	Oct. 1, 2025																	
3	<b>Other Statistics</b>	July	August	September	October	November	December	January	February	March	April	May	June	Totals				
4																		
5	Cardholders									* DP ran cardholder report [patron count home library]								4979
6										* DP ran an (ACTIVE PATRONS, 3 years) report								3355
7										* DP ran a report (CIRC ACTIVE PATRONS) on October 21, 2025								908
8																		
9	Overall Circulation*	6408	6387	5931	6286	6250	5753	5680	5042	6093	6031	5616	6673	72150				
10	Library Visits	3692	3451	3336	4108	2943	2613	2805	2722	3533	3146	2843	4524	39716				
11	ILL - LENDING	520	543	432	443	433	352	460	365	452	423	340	427	5190				
12	ILL - BORROWING	305	286	276	386	226	283	323	274	238	304	199	277	3377				
13	Reference	3437	3533	3160	3594	3047	2913	3160	3097	3711	3404	3399	4342	40797				
14	Computer use - ours	273	417	339	407	345	318	231	245	378	358	331	306	3948				
15	Wireless Logins	1346	1278	1288	1510	1250	1039	1020	955	1216	1230	1270	1291	14693				
16	Website Logins	1385	1388	1325	1448	1157	1195	1282	1041	1326	1291	1308	1331	15477				
17	Website Page Views	2500	2170	2161	2507	2014	2023	2344	2107	2311	2322	2309	2275	27043				
18																		
19	MeL - LLC patron requests rec'd(borrowed from)	13	30	26	87	40	31	33	22	29	59	31	29	430				
20	MeL - LLC paged items sent (Lent out )	27	29	31	23	23	13	36	24	34	32	24	37	333				
21																		
22	PROGRAMS																	
23	ADULT events	1	2	1	3	3	2	5	7	3	3	5	4	39				
24	Adult Attendance	2	7	6	23	14	4	50	52	10	17	25	307	517				
25	TEENS' events	2	1	2	3	2	2	4	6	6	3	2	4	37				
26	TEENS' Attendance	3	11	20	21	7	2	24	36	38	16	6	193	377				
27	Children's events	7	8	7	13	12	6	14	13	16	17	11	16	140				
28	Children's Attendance	409	118	128	248	212	261	331	176	539	444	430	1688	4984				
29	OTHER Tours and Visits (General, curbside, community outreach	7	4	12	11	6	10	3	30	17	16	7	17	140				
30	Other Attendance	47	28	48	89	43	53	20	486	80	73	40	62	1069				
31																		
32																		
33	Circulation Statistics	July	August	September	October	November	December	January	February	March	April	May	June	Totals				
34	Adult Circulation	3482	3433	3308	3319	3320	3141	3201	2820	3060	3230	3156	3345	38815				
35	TEEN Circulation	620	546	531	504	482	372	454	379	386	426	451	609	5760				
36	Children's Circulation	2306	2408	2092	2463	2448	2240	2025	1843	2647	2375	2009	2719	27575				
37	All digital Circulation (from figures compiled below)	1450	1352	1437	1350	1438	1377	1401	1252	1334	1279	1347	1282	16299				
38	Adjusted NON-CHILDREN'S Physical Circulation (Adult + Teen - all digital)	2652	2627	2402	2473	2364	2136	2254	1947	2112	2377	2260	2672	28276				
39																		
40	Digital Circulation Subgroup																	
41	OverDrive/Libby- adult	1201	1101	1195	1133	1137	1235	1178	1022	1135	1079	1145	1089	13650				
42	OverDrive/Libby - teen	136	117	124	101	84	0	105	93	93	94	109	96	1151				
43	OverDrive/Libby - children	113	79	113	113	82	0	95	78	105	78	84	97	1037				
44	Creativebug	0	55	5	3	135	142	23	59	1	28	9	1	461				
45	other													0				

Total ILL (LLC+MeL)
5523 Lent out to others
3807 Borrowed for IC use

Request Ratio  
0.77

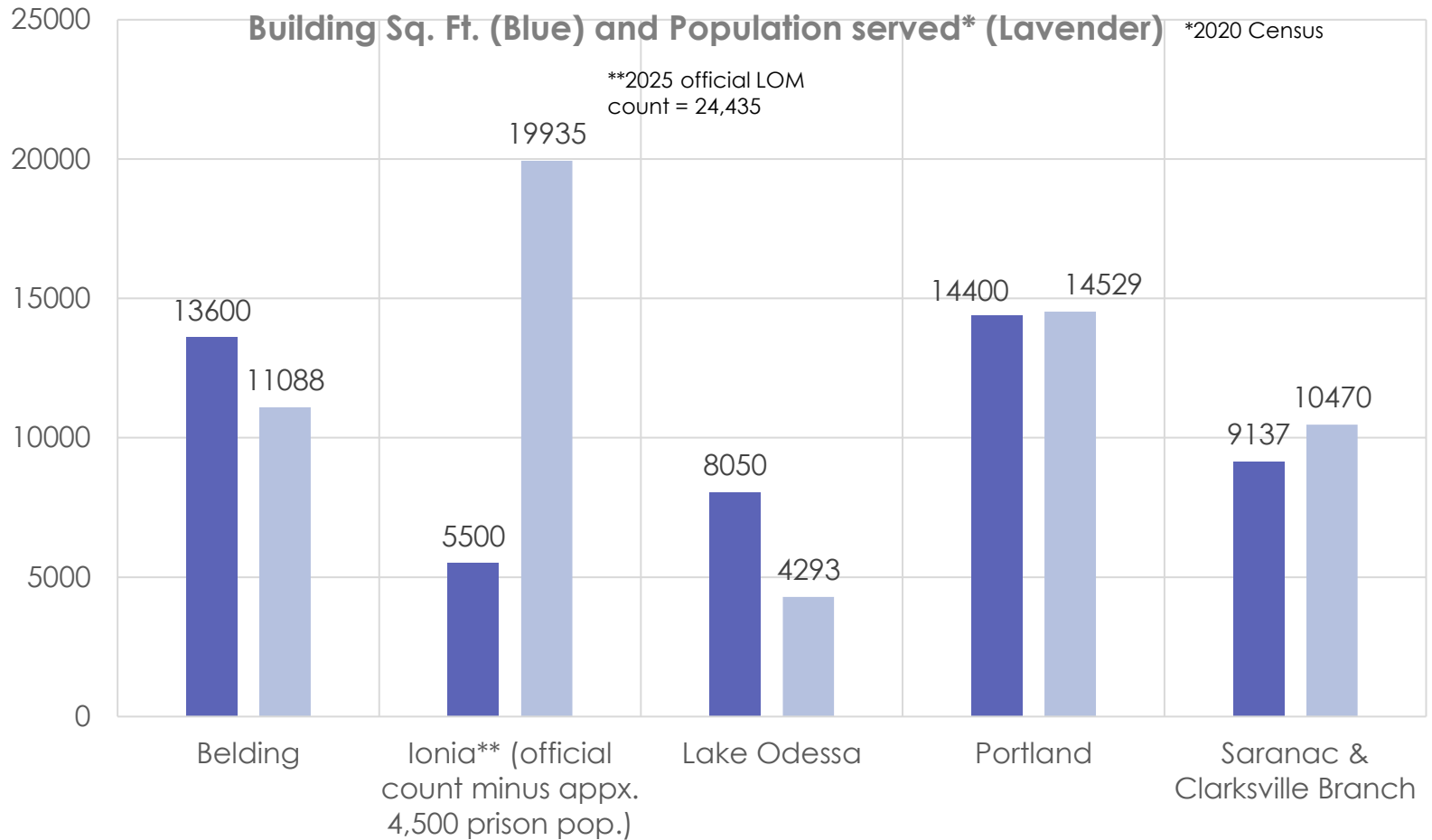
src combined attendance

Total Circulation	72150
-------------------	-------

xx digital magazines  
xx digital books

SOURCES:  
2020 U.S.  
Census,  
Library of  
Michigan,  
State  
Statistics,  
2025

Quality  
Services  
Audit  
Checklist  
(QSAC)  
1 sq. ft.  
per  
capita =  
Best  
Practice





# What's Next?

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## Ionia Community Library Foundation

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- Toni Ann Buys
- Gale Yeomans
- Beth Milewski
- Logan Bailey
- Kassidy Tubergen



[www.ioniaready.org](http://www.ioniaready.org)



Raising Matching Funds  
(\$2.1 million minimum  
to match Federal Grant)

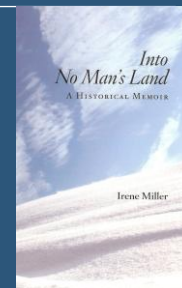


Finding meaningful ways to use the 'Future ICL' to serve the Community until the Library moves downtown



## April 18: Author Irene Miller, Foundation Fundraising Program

WWII Labor Camp Survivor



# County Election Center

5,275 voters last  
General Election

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## Summer Children's Programs

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# Summer Art Expo

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# Autumn Celebration

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# Santa Program

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# Questions?

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[DALEPARUS.ICL@GMAIL.COM](mailto:DALEPARUS.ICL@GMAIL.COM)

[IONIACOMMUNITYLIBRARY.ORG](http://IONIACOMMUNITYLIBRARY.ORG)



# CITY OF IONIA

## STAFF REPORT FOR COUNCIL AGENDA ITEM

Agenda Item: VI.4

TO: Mayor Milewski and Councilmembers

FROM: Precia Garland, City Manager

DATE: February 4, 2026

RE: Ionia Housing Commission 2025 Annual Report

### Background:

In March, 1994, the City of Ionia established the Ionia Housing Commission in accordance with PA 18 of 1933, as amended, by adopting Ordinance No. 362, which is now Chapter 278 – “City Housing Commission,” of the Codified Ordinances of the City of Ionia. The Ionia Housing Commission is charged with providing proper sanitary housing facilities for families of low income and for the elimination of housing conditions that are detrimental to the public peace, health, safety, morals and/or welfare.

In accordance with Section 278.06 Annual Report, “The City Housing Commission shall make an annual report of its activities to the City Council and shall make such other reports as the City Manager may from time to time require.” Katie Bennett, Executive Director of the Ionia Housing Commission has prepared and submitted the following annual report for council review.

### Requested Action / Motion:

It is requested the Ionia City Council consider a motion to accept the 2025 Ionia Housing Commission Annual Report.

### Motion By:

### Seconded By:

<b>Roll Call Vote:</b>	Lee	___	Winters	___
	Cook	___	Patrick	___
	Millard	___	Waterman	___
	Starr	___	Cowling	___
	Milewski	___		

**Ionia Housing Commission  
667 Union Street  
Ionia, MI 48846  
616-527-9060**

Annual Report  
110 units-Public Housing

Pine Vista Apartments - 50 units, West Meadows - 40 units, Robertson Court - 16 units, Johnson Street – 2 units, Cyrus Street – 1 unit, Lawton Street – 1 unit  
20 Housing Choice Vouchers

1. Fiscal year 9/30/2024 Audit was completed for the non-scoring year. Maintained our High Performer status to date. Fiscal Year 9/30/2025 Audit will be completed in March.
2. FYE 9-30-2025 Net loss of \$168,571.00 across Public Housing and Housing Choice Vouchers combined (subject to change upon completion of the FYE Audit).

FY 10-1-2025 to 9-30-2026 Budget	\$934,236.71
2025 Subsidy received	\$301,346.00
2026 Subsidy requested	\$330,803.00
2026 Subsidy projection	\$298,086.00

Projected decrease in Federal funding of \$3,260.00 from 2025 to 2026.

FYE 9/30/2025 Federal Reserves - \$393,621.66  
FYE 9/30/2025 Non-Federal Reserves - \$195,295.00

**3. Capital Fund Program**

2023 - \$295,752.00 – Grant has been drawn into Operations to help offset decrease in Operating Subsidy funding including the drastic insurance premium increase, continuing the family unit window replacement project, flooring replacement at Pine Vista, elevator repairs at Pine Vista, and

family unit exterior door replacement.

2024 - \$305,426.00 – Grant will be drawn down into Operations to help offset decrease in Operating Subsidy funding, family unit window replacement, family unit bathroom rehabilitation, flooring replacement as needed, and roof replacement as needed.

2025 - \$306,747.00 - Grant will be drawn down into Operations to help offset decrease in Operating Subsidy funding, Pine Vista window replacement, Pine Vista bathroom rehabilitation, flooring replacement as needed, and roof replacement as needed.

4. Payment in lieu of taxes 9/30/2024 - \$21,322.00 (subject to change upon completion of the FYE Audit).
5. Public Housing Occupancy rate is 99% average; Current – four vacancies.
6. Section 8 Housing Choice Voucher Program – 5 Leased, 14 Vacant, 1 in shop-mode. Ionia Housing Commission was able to successfully issue and lease up two vouchers within the last three months; one within the City and one outside of the City. However, Ionia County continues to experience a housing crisis. While there seems to be progress in the family housing market, there is still scarcity in the one-bedroom market. Families outside our jurisdiction continue to contact Ionia Housing Commission to port their vouchers to Ionia but are unable to do so as they cannot find available housing. Ionia Housing Commission will continue outreach to local landlords and place voucher holders in available housing as it becomes available.
7. Ionia Housing Commission’s ACOP has been revised to adopt HOTMA changes. The projected implementation date is January 1, 2027. The Administrative Plan for the Housing Choice Voucher Program will be updated accordingly once final rule has been established.

8. NSPIRE Inspections were completed January 13, 2026. Ionia Housing Commission scored 92%. We are very pleased with this score, especially considering that this was our first inspection under the new NSPIRE standards and having entirely new maintenance staff of less than one year at the time of inspection.
9. Our focus will remain on cutting expenses. Operations and procedures will continue to be amended and modified as necessary to accommodate for changes in funding. Ionia Housing Commission remains committed to meeting the mission of providing safe, sanitary, and decent housing for our residents.



# CITY OF IONIA

## STAFF REPORT FOR COUNCIL AGENDA ITEM

Agenda Item: VI.5

TO: Mayor Milewski and Councilmembers  
 FROM: Precia Garland, City Manager  
 DATE: February 4, 2026  
 RE: Planning Commission 2025 Annual Report

### Background:

Every year the Planning Commission provides a report to City Council summarizing all activities that have taken place throughout the previous year. The following report was reviewed and approved by the Ionia Planning Commission at its January 14<sup>th</sup> meeting for transmittal to City Council.

The report includes many items accomplished during the eleven regular meetings held by the Planning Commission in 2025. Also included in this report are activities of the Zoning Board of Appeals (ZBA) and other community development activities, such as code enforcement, zoning permits, and rental certificates. Overall, this draft report shows the continued dedication and hard work of the Planning Commission, ZBA, and City staff throughout 2025 and sets the stage for continued progress in 2026.

### Requested Action / Motion:

It is requested that the Ionia City Council review and accept the 2025 Planning Commission Annual Report.

### Motion By:

### Seconded By:

<b>Roll Call Vote:</b>	Lee	___	Winters	___
	Cook	___	Patrick	___
	Millard	___	Waterman	___
	Starr	___	Cowling	___
	Milewski	___		



**COMMUNITY DEVELOPMENT & PLANNING COMMISSION  
2025 Annual Report**

TO: Mayor Milewski and Councilmembers  
 FROM: Chairman Bailey and Planning Commissioners  
 DATE: February 4, 2026  
 RE: 2025 Community Development and Planning Commission Annual Report

This report is submitted to fulfill Article II, Section 19 of Public Act 33 of 2008 (Michigan Planning Enabling Act) and pursuant to Section 1202.05 of the Ionia Code of Ordinances.

The Municipal Planning Enabling Act states that, “a planning commission shall make an annual written report to the legislative body concerning its operations and the status of planning activities, including recommendations regarding actions by the legislative body relating to planning and development.” This report summarizes 2025 operations of the Planning Commission, Zoning Board of Appeals, and community development activities.

**PLANNING COMMISSION**

**Membership**

Commissioner	Expiration of Term
Logan Bailey, Chair	12/31/2027
Michael Donaldson	12/31/2027
Ryan Gregory	12/31/2026
Keturah Kelley	12/31/2028
Tim Lee, Vice-Chair	City Council Representative
Jason Perry	12/31/2026
Judy Swartz, Secretary	12/31/2028

**Schedule and Attendance**

The Planning Commission met 11 times throughout 2025. Regular Commission meetings were held on the second Wednesday of the month at 4:30 PM. However, the April meeting was held a week early due to spring break and the September meeting was rescheduled for the second Thursday because of a conflicting community event. The following table shows attendance throughout the year.

Meeting Dates											
Commissioner	1/8	2/12	3/12	4/2*	5/14	6/11	7/9	8/13	9/11*	10/8	11/12
Logan Bailey	P	P	A	P	P	P	P	P	P	A	P
Michael Donaldson	P	A	P	P	P	A	A	P	P	A	P
Ryan Gregory	P	P	P	A	P	P	P	P	A	P	P
Keturah Kelley	P	A	P	P	A	P	P	P	P	P	A
Tim Lee	P	P	A	P	P	P	P	P	P	P	P
Jason Perry	P	A	P	P	P	P	P	A	P	P	A
Judy Swartz	P	P	P	P	P	P	P	P	A	A	P

During these meetings, action was completed on a variety of matters, including the following:

**Site Condominium/Site Plan/Special Land Use Permits**

During 2025, the Planning Commission reviewed the following site plans and special land use requests:

- Approval was granted for a site plan and special land use permit submitted by Relief After Violent Encounter-Ionia (RAVE) for transitional housing at 848 and 850 E. Lincoln Avenue.
- Approval was granted for a site plan submitted by the Ionia Free Fair Association for a new pavilion at the fairgrounds located at 317 S. Dexter Street.
- Approval was recommended to City Council for the final site condominium plan submitted by Mr. Patrick Kapenga of Ionia Development Co. LLC for 14 condominiums at 520 E. Washington Street named the Homes of Heritage Row Condominium.
- Approval was granted for a site plan submitted by Bazco Holdings and Chillbox Convenience Store for the development of a convenience store, gas station, car wash, and drive-thru establishment at 421 and 431 W. Lincoln Avenue.
- Approval was granted for a site plan submitted by Ms. Karie Robbins for the development of a child care center named the Little Learners Care Center at 283 S. Steele Street.

**Zoning Ordinance Amendments**

During 2025, the Planning Commission drafted and recommended approval to City Council the following ordinances:

- Ordinance No. 593 – Rezoning of 848 and 850 E. Lincoln Avenue from the B-1, Neighborhood Business District to the HDR, High Density District.
- Ordinance No. 594 – Amending the City’s site plan review requirements found in Chapter 1276 including the removal of the public hearing requirement for uses permitted by right in the Zoning Code.
- Ordinance No. 597 – Assigning the T, Technology Innovation Business District zoning classification to 80-acres of property purchased by the City of Ionia from the State Land Bank Authority for the development of a high-tech business park at the location of the former Deerfield correctional facility.
- Ordinance No. 598 – Enacting Chapter 1294 entitled “Short-Term Rentals” and amending various other chapters to allow short-term rentals in all residential zoning districts.

- Ordinance No. 601 – Amending the special land uses found in Section 1260.03 and creating Section 1274.10 to allow parking as an accessory use on an adjacent lot by special land use in the B-3, General Business District.

### **Miscellaneous Matters**

- Reviewed Chapter 1278 – Nonconforming Lots, Structures, and Uses based on public comment on the inability to rebuild nonconforming structures. No changes to the ordinance were recommended by the Commission.
- Discussed and provided feedback to staff on the goals and priorities for the 2025-2030 Master Plan.
- Recommended approval to City Council of the 2025-2030 Master Plan following the required 63-day public review period and public hearing through Planning Commission Resolution 2025-01.
- Approved the final site plan and design for the creation of Steele Park.

### **Future Priorities**

As the Planning Commission looks ahead to 2026, priority items on its list include:

- Continuing to review and update outdated sections of the Planning and Zoning Code;
- Following through with the identified Master Plan goals;
- Evaluating recent zoning changes to determine effectiveness and if amendments are needed;
- Coordinating expected transformational redevelopment projects through the review process;
- Participating in training opportunities to expand planning and zoning knowledge; and
- Marketing changes to the City’s Zoning Code that promote flexibility and encourage residential and commercial development in Ionia.

## ZONING BOARD OF APPEALS

### Membership

Board Member	Expiration of Term
Logan Bailey, Vice-Chair	Planning Commission Representative
Mike Kirgis, Chair	12/31/2027
Amanda Ondersma	12/31/2026
Troy Waterman, Secretary	City Council Representative

### Schedule and Attendance

The Zoning Board of Appeals met once in 2025. The following table shows the meeting’s attendance.

Board Member	Meeting Date
	1/6
Logan Bailey	P
Mike Kirgis	P
Amanda Ondersma	P
Troy Waterman	P

### Approvals

- Approval was granted to the Ionia County Historical Society for a 4 ft. variance from the front yard setback requirement found in Appendix I – “Schedule of Regulations” for the MDR, Medium-Density Residential District related to the construction of an accessory structure at 253 E. Main Street.
- Approval was granted to the Ionia County Historical Society for a 7 ft. variance from the 20 ft. maximum height allowed for accessory structures found in Section 1286.02(b)(3) – “Accessory Buildings” related to the construction of an accessory structure at 253 E. Main Street.

## COMMUNITY DEVELOPMENT ACTIVITIES

### Code Enforcement

The following chart tracks all code enforcement cases by month in 2025. A total of 320 cases were opened throughout the year.

2025 Code Enforcements by Month														
Category	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	2025 Total	2024 Total
Abandoned Vehicles	0	0	1	6	0	2	1	0	2	4	0	0	16	16
Animals	0	0	1	0	0	0	0	1	0	0	0	0	2	3
Blight	2	5	6	5	1	4	9	8	4	7	3	0	54	79
Dead Trees	0	0	0	0	0	0	0	0	0	0	0	0	0	1
Fire/Housing Code	0	1	0	0	0	0	0	1	0	0	0	0	2	0
Front Yard Parking	0	1	0	2	1	3	2	1	2	7	0	0	19	4
Garbage	0	0	0	0	0	0	0	0	0	0	0	0	0	1
Leaves	0	0	0	0	0	0	0	0	0	0	0	0	0	3
Paint Conditions	0	0	0	0	0	0	0	0	0	0	0	0	0	1
Property Maintenance	0	0	0	0	0	0	1	0	2	0	0	0	3	9
Public Nuisance	0	0	0	0	0	0	0	1	0	0	0	0	1	3
Sidewalk Hazardous	71	0	0	0	0	0	0	0	0	0	0	44	115	41
Sidewalk Overgrowth	0	0	0	0	0	0	3	1	0	0	0	0	4	5
Trash Container	0	0	0	0	0	0	0	1	0	0	0	0	1	69
Vegetation	0	0	0	0	26	18	22	13	6	4	0	0	87	75
Zoning	0	2	0	1	1	0	4	4	1	0	1	0	14	10
<b>Total</b>	<b>73</b>	<b>9</b>	<b>8</b>	<b>14</b>	<b>29</b>	<b>27</b>	<b>42</b>	<b>31</b>	<b>17</b>	<b>22</b>	<b>4</b>	<b>44</b>	<b>320</b>	<b>320</b>

The City's part-time Code Enforcement Officer Warren Conley accomplished a lot in his second full year serving in this role. Warren evaluated another section of sidewalks in accordance with the City's sidewalk maintenance and replacement program. His evaluation revealed 48 sidewalks in need of replacement totaling approximately 909 linear feet of sidewalk. Each property was notified and given

a period of time to fix their sidewalk, or the option to wait for the City to hire a contractor to complete the work. City Council approved a 25% City cost share for each replacement, as part of the program.

Individuals seeking to submit a code enforcement complaint can reach out via email to [CodeEnforcement@ci.ionia.mi.us](mailto:CodeEnforcement@ci.ionia.mi.us), call (616) 523-0157, or submit one online using the “Report a Concern” form on the City’s website at cityofionia.org.

**Permits**

The chart below summarizes all community development permit activity by month in 2025. In addition to the permits listed in this chart, the City established the Discover Ionia Social District in 2025 and approved 5 social district permits to allow various businesses to participate.

2025 Permits Issued by Month														
Category	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	2025 Total	2024 Total
Accessory Structure	1	0	1	4	2	2	3	0	0	1	1	1	16	12
Alcohol – Special Event	0	1	1	2	2	1	1	2	3	0	0	0	13	3
Curb Cut	0	0	0	0	0	0	0	0	0	0	0	0	0	2
Demolition	0	0	0	0	0	0	0	0	0	0	0	0	0	1
Home Addition	0	0	0	0	0	1	0	0	0	0	0	0	1	0
Fence	0	1	3	2	2	4	2	0	1	3	1	1	20	16
Land Division	0	2	0	0	0	0	0	0	1	1	0	2	6	4
Mobile Food Vending Unit	2	0	0	0	2	2	1	0	0	0	0	0	7	7
New Home Construction	2	0	2	0	1	0	1	0	0	0	0	0	6	9
Public Infrastructure (Tap-In)	2	0	2	1	0	0	0	1	1	1	0	0	8	23
Right-of-Way	3	1	4	2	4	5	5	4	1	1	1	1	32	37
Sidewalk (Construction)	0	0	0	0	1	1	4	1	1	0	0	0	8	8
Sign	1	1	0	1	1	3	0	1	0	0	1	0	9	6
Street Closure	0	0	0	1	3	4	0	0	3	1	1	0	13	13
Peddler License	0	0	1	0	0	0	0	0	0	0	0	0	1	1
Vertical Pole Banners	0	1	0	1	0	0	0	0	0	0	0	0	2	2
<b>Total</b>	<b>11</b>	<b>7</b>	<b>14</b>	<b>14</b>	<b>18</b>	<b>23</b>	<b>17</b>	<b>9</b>	<b>11</b>	<b>8</b>	<b>5</b>	<b>5</b>	<b>142</b>	<b>144</b>

**Rental Registrations and Fire Inspections**

The following chart tracks all issued certificates for fire inspections and the City’s rental housing registration program by month in 2025.

<b>2025 Certificates Issued by Month</b>														
<b>Category</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>Apr</b>	<b>May</b>	<b>Jun</b>	<b>Jul</b>	<b>Aug</b>	<b>Sep</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>	<b>2025 Total</b>	<b>2024 Total</b>
<b>Fire Inspections</b>	1	0	0	1	0	0	0	0	0	0	0	0	2	3
<b>Rental Units</b>	11	4	39	13	14	0	0	4	15	49	48	23	220	65
<b>Total</b>	<b>12</b>	<b>4</b>	<b>39</b>	<b>15</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4</b>	<b>15</b>	<b>49</b>	<b>48</b>	<b>23</b>	<b>222</b>	<b>68</b>

Dan Davis has been the City’s rental and fire inspector since July of this year. Dan has hit the ground running and been a fantastic addition to the team. In 2025, the City completed a comprehensive review of the Rental Registration Program and made several updates to Chapter 858 through Ordinances 598 and 599. These updates included the addition of short-term rentals to the program and revised program fees.

All residential property being rented in the City must be registered and receive a certificate of compliance in accordance with Chapter 858. Property owners interested in renting their residential property should contact Dan at (616) 523-0158 to schedule an inspection or visit the City’s Code Enforcement & Rentals page of the website at [cityofionia.org](http://cityofionia.org) for more information including the rental housing registration application.

As approved by the Planning Commission at its January 14, 2026, regular meeting.



# CITY OF IONIA

## STAFF REPORT FOR COUNCIL AGENDA ITEM

Agenda Item: VII.1

TO: Mayor Milewski and Councilmembers

FROM: Precia Garland, City Manager

DATE: February 4, 2026

RE: Introduction and First Reading - Ordinance No. 602 - Codification

### Background:

Annually, staff has the City’s code book publisher codify the ordinances enacted by City Council covering approximately the previous year’s period. Ordinances and select resolutions enacted by Council since March 5, 2025, need to be codified. Ordinances are codified through a codification ordinance, which follows for Council review.

### Requested Action / Motion:

It is requested that the Ionia City Council make a motion to introduce and conduct a first reading of Ordinance No. 602, an ordinance to codify the ordinances adopted by the City Council since March 5, 2025. It is further requested that Council schedule a Public Hearing regarding the proposed ordinance for 6:30 PM, Wednesday, March 4, 2026, at Ionia City Hall.

### Motion By:

### Seconded By:

<b>Roll Call Vote:</b>	Lee	___	Winters	___
	Cook	___	Patrick	___
	Millard	___	Waterman	___
	Starr	___	Cowling	___
	Milewski	___		

**CITY OF IONIA**  
**Ordinance No. 602 – Codification**  
**NOTICE OF PUBLIC HEARING**

**NOTICE IS HEREBY GIVEN** that a Public Hearing will be held in the Council Chambers, Ionia City Hall, 114 N. Kidd Street, Ionia, Michigan on Wednesday, March 4, 2026, at 6:30 PM at a Meeting of the City Council, to receive comments on Ordinance No. 602. If approved, this ordinance codifies ordinances and certain resolutions adopted since March 5, 2025, into the City Code. Following the Public Hearing the City Council will be asked to approve the ordinance on Second Reading. The ordinance will become effective upon publication.

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

The following list of ordinances and resolutions are included in the codification.

<u>Ord. or Res. No.</u>	<u>Date</u>	<u>C.O. Section</u>
593	4-2-25	Amend Ch. 1246: Zoning Map to reflect rezoning of 848 and 850 E. Lincoln Avenue from B-1 to HDR
Res. 25-16	6-24-25	Amend water and sewer fees in accordance with Sec. 214.05 and Sec. 1040.10
594	7-2-25	Amend Ch. 1276: Site Plan Review, Sec. 1289.08, and Sec. 1290.09
595	8-6-25	Amend Sec. 606.01, Ch. 804: Sidewalk Cafes, Sec. 1020.17, and Sec. 1062.13 – Alcoholic Beverages
Res. 25-23	9-3-25	Revise and change City Ward boundaries in accordance with Sec. 6.03 of City of Ionia Charter
596	10-1-25	Amend Ch. 1612: Emergency and Fire Services Response Cost Recovery
597	10-1-25	Amend Ch. 1246: Zoning Map to assign the T Zoning District to parcel 34-204-800-000-005-13
Res. 25-24	10-1-25	Establish a schedule of rates, fees, and charges in accordance with Sec. 1612.02 and Sec. 1612.03
598	11-5-25	Enact new Ch. 1294: Short-Term Rentals and amend Sec. 1240.11, Sec. 1248.02, Sec. 1250.02, Sec. 1252.02, Sec. 1258.02, and Sec. 1260.02
599	11-5-25	Amend Ch. 858: Renting of Residential Property
600	11-5-25	Amend Sec. 214.06 – Establish ADU Fees
Res. 25-25	11-5-25	Establish rental registration program fees in accordance with Sec. 858.08
601	1-7-26	Enact new Sec. 1274.10 and amend Sec. 1260.03 – Parking as an Accessory Use to an Adjacent Lot

A complete version of Ordinance No. 602 may be reviewed online at [www.cityofionia.org](http://www.cityofionia.org) or at City Hall during regular business hours. Comments or questions regarding the request may be offered at the Public Hearing or provided to the City Clerk at the City Hall address above, by phone at (616) 523-0147, or via e-mail at [jbowman@ci.ionia.mi.us](mailto: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 Jonathan Bowman, City Clerk, at least three (3) business 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) 523-0147

**CITY OF IONIA**  
**Ordinance No. 602**

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

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

**WHEREAS,** various ordinances and resolutions of a general and permanent nature that have been passed by Council since the date of the last updating and revision of the Codified Ordinances (March 5, 2025) have been included in the Codified Ordinances of the City;

**THE CITY OF IONIA ORDAINS:**

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

<u>Ord. or Res. No.</u>	<u>Date</u>	<u>C.O. Section</u>
593	4-2-25	Amend Ch. 1246: Zoning Map to reflect rezoning of 848 and 850 E. Lincoln Avenue from B-1 to HDR
Res. 25-16	6-24-25	Amend water and sewer fees in accordance with Sec. 214.05 and Sec. 1040.10
594	7-2-25	Amend Ch. 1276: Site Plan Review, Sec. 1289.08, and Sec. 1290.09
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Res. 25-23	9-3-25	Revise and change City Ward boundaries in accordance with Sec. 6.03 of City of Ionia Charter
596	10-1-25	Amend Ch. 1612: Emergency and Fire Services Response Cost Recovery
597	10-1-25	Amend Ch. 1246: Zoning Map to assign the T Zoning District to parcel 34-204-800-000-005-13
Res. 25-24	10-1-25	Establish a schedule of rates, fees, and charges in accordance with Sec. 1612.02 and Sec. 1612.03
598	11-5-25	Enact new Ch. 1294: Short-Term Rentals and amend Sec. 1240.11, Sec. 1248.02, Sec. 1250.02, Sec. 1252.02, Sec. 1258.02, and Sec. 1260.02

599	11-5-25	Amend Ch. 858: Renting of Residential Property
600	11-5-25	Amend Sec. 214.06 – Establish ADU Fees
Res. 25-25	11-5-25	Establish rental registration program fees in accordance with Sec. 858.08
601	1-7-26	Enact new Sec. 1274.10 and amend Sec. 1260.03 – Parking as an Accessory Use to an Adjacent Lot

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

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

CITY OF IONIA

Dated: \_\_\_\_\_

BY: Jonathan T. Bowman, City Clerk

Introduction and First Reading:  
 Notice of Public Hearing:  
 Second Reading and Adoption:  
 Effective Upon Publication:

February 4, 2026



# CITY OF IONIA

## STAFF REPORT FOR COUNCIL AGENDA ITEM

Agenda Item: VII.2

TO: Mayor Milewski and Councilmembers

FROM: Precia Garland, City Manager

DATE: February 4, 2026

RE: Policy 4-007 Amendment - City of Ionia Brownfield Redevelopment Authority Policy for Administration of Brownfield Redevelopment Projects.

### Background:

The City of Ionia first approved Policy #4-007, "Policy for Administration of Brownfield Redevelopment Projects," on March 6, 2024, as recommended by the City's Brownfield Redevelopment Authority (BRA) Board. This policy was developed to assist the BRA Board in evaluating brownfield redevelopment projects that seek Tax Increment Financing (TIF) revenues to fund "eligible activities." TIF revenues are derived from the difference in base property values (before improvements) and future property values (after improvements), and can be captured and redirected for up to 30 years to enable a private redevelopment project, which "but for" the TIF incentive, would otherwise not occur.

PA 381 of 1996, the Brownfield Redevelopment Financing Act, was last amended in 2023 to permit housing projects as eligible sites. Since first drafting Policy #4-007, the BRA Board has determined policy modifications are necessary to assist in collecting detailed information to evaluate large housing developments and their associated TIF capture requests. The policy amendments also emphasize the necessary correlation between public benefit and the requested BRA economic development incentive. All proposed policy modifications are noted in redline format on the attached Policy #4-007.

### Requested Action / Motion:

It is requested the Ionia City Council consider making a motion to approve Policy #4-007, Policy for Administration of Brownfield Redevelopment Projects, as amended.

### Motion By:

### Seconded By:

<b>Roll Call Vote:</b>	Lee	___	Winters	___
	Cook	___	Patrick	___
	Millard	___	Waterman	___
	Starr	___	Cowling	___
	Milewski	___		



## Policy for Administration of Brownfield Redevelopment Projects

### I. PURPOSE

To establish guidelines for the administration of Brownfield Redevelopment Authority Program and project applications.

### II. BACKGROUND

In 1996, the State of Michigan Legislature approved Public Act 381, MCL 125.265 et seq. (the “Act”) to authorize municipalities to create Brownfield Redevelopment Authorities to promote reuse and revitalization of urban properties. The Brownfield Redevelopment Program (the “Program”) provides for the utilization of certain tax increment revenues to pay for or reimburse Eligible Activities costs as defined in Section 2 of the Act. The City of Ionia (the “City”) created the Ionia Brownfield Redevelopment Authority (BRA) on April 8, 1997. This policy guides the administration of the BRA’s Program under the Act.

### III. OBJECTIVES

The Program will provide support for qualified public or private redevelopment projects located in the City of Ionia, based on extent of benefit to Ionia residents and project need for funding assistance. Projects will be considered for recommendation based on the extent to which a project meets the goals of the City as described in various plans, primarily including:

- City of Ionia Master Plan, including Area Specific Plans
- City of Ionia and Ionia County Housing Needs Assessment

In recommending projects for funding, staff will detail the extent to which City goals are met by a project.

### IV. PROPERTY ELIGIBILITY CRITERIA

To be eligible for participation in the Program, a property must meet the definition of “Eligible Property” as that term is defined in Section 2 of the Act. For projects that contain five or more housing units, the project must also demonstrate meaningful public benefits, including, but not limited to, providing workforce housing for residents earning up to 120% of the Area Median Income (AMI) for a duration comparable to the requested Tax Increment Financing (TIF) capture and developer reimbursement.

### V. APPLICATION

Prospective developers are advised to contact the City Manager before preparing materials for an application to the City of Ionia Brownfield Redevelopment Authority. Once the City Manager's support for the project is secured in concept, the prospective developer will be asked to provide a written statement or letter of interest (there is no application form) with the following information.

- a. Summary of the proposed project, including schedule and deadlines
- b. Documentation of Site Control or a purchase agreement showing terms and conditions of property acquisition and proposed closing date
- c. Site plan and floor plans
- d. Renderings, if available
- e. Project budget and financials information that demonstrates the project's need for funding assistance, including a proforma showing debt service ratio and rate of return, developer equity, and an estimate of anticipated tax revenues and TIF capture duration.
- f. Eligible activities cost estimates dated within six months of application
- g. Rent schedule and targeted incomes using MSHDA criteria, where income-restricted housing is included in the project
- h. New and retained jobs by type and compensation rate
- i. Documentation of property eligibility under the Act
- j. A description of how the project meets the Development Initiatives listed below, if any applicable
- k. Proposed eligible activities
- k.l. A description of the public benefits that will result from the project

Once an application has been approved by the BRA, the applicant shall provide a Brownfield Plan using the State of Michigan's guidance and format, including conditions requested by the BRA for the BRA's approval.

## VI. REVIEW

Upon receipt of an application, and prior to any public consideration of the application, staff will provide the relevant details of a project to other City departments to confirm that the applicant is eligible to do business with the City and the project is permissible as proposed. The results of this review must confirm the following:

- That the applicant (including all individuals and non-person entities that will have an ownership interest in the project) are compliant with the City's Income Tax Ordinance.
- That the project is compatible with the City's zoning ordinance or plans to comply.
- That the applicant is not delinquent on any financial obligation to the City.

- That the applicant is not a debarred/suspended vendor as defined by the federal government and does not have outstanding written orders or an adverse history of code compliance violations.
- That the applicant, including its affiliated entities, have not defaulted on the terms of previously executed agreements with the City or the BRA.

## VII. DEVELOPMENT INITIATIVES CRITERIA

While minimum eligibility requirements must be met, projects that only meet minimum requirements are not guaranteed approval. Developers may be asked to improve their proposals by adding initiatives below or showing increased public benefit as a condition for BRA approval. It is unlikely that brownfield incentives will be approved for projects that request maximum TIF capture and developer reimbursement while providing minimal public benefit, and/or extraordinary subsidies per housing unit.

Projects that meet the following criteria will be given extra weight in plan reviews. Projects are minimally required to meet state eligibility criteria as defined in the Act, but if a project includes any of the local priority criteria listed below, the City of Ionia BRA will look more favorably on project approval and requests to reduce or defer fees so that the developer is reimbursed more quickly and/or with a lower up front cost.

Except for grants, no additional development incentives (i.e., Obsolete Property Rehabilitation Exemption) will be considered for a project site in addition to Brownfield TIF, unless the project is located in the B-2 Central Business District.

### 1. Sustainable Development

- Project will achieve LEED certification, WELL, PHIUS, Living Building Challenge or Net-Zero Energy Certification, or a comparable standard.
- No fewer than 10% of parking spaces, garages, or carports on the project site will have an EV electric vehicle (EV) charging station.
- Project will use high energy efficiency building features.

### 2. Housing Type Diversity

- Provides a housing type (single-family attached, single-family detached, duplex, or multi-family) that is less than 20% of the existing housing in a census tract, according to the most recent decennial census, or if the census data is more than 5 years old, according to the most recent American Community Survey data.
- At least 10% ~~or more~~ of the proposed rental units are three-or-more bedroom unit.

b.c. At least 20% of the proposed residential units are main floor barrier free with 1,300 main floor square feet or less, designed for small households (i.e., two occupants) or occupants with mobility challenges.

### **3. Emerging Developers or Neighborhoods of Focus**

- a. Project is being proposed by emerging developers.
- b. Project is located in the City's Neighborhoods of Focus (all areas of the City of Ionia north of the Grand River, plus the 16490-acre former Deerfield/Riverside Correctional Facility site, located on Harwood-Riverside Drive Road).

For the purposes of this policy, an emerging developer is defined as "a person with limited experience in the development or redevelopment of real estate who may be supported by a network of more experienced development professionals, or an organized program designed to support first-time and less experienced developers. If the individual(s) are members of an entity (i.e., a limited liability company) then the individual(s) meeting the definition of an emerging developer must have no less than 25% ownership of the entity, including no less than 25% of the potential financial risk and reward."

### **4. Housing Development Activities**

The City of Ionia BRA is committed to supporting housing construction for priorities expressed in the most recent evaluation of housing needs in the City. The BRA will look most favorably on projects that prioritize housing units for residents earning up to 120% of the county's AMI or less.

- a. Project includes "Housing Development Activities" as defined in Section 2(x) of the Act and is a mixed-use project that encompasses housing and other uses (i.e., retail, office) in a single structure or within a holistic, high density, pedestrian oriented and interrelated/interdependent project. Housing Development Activities must also provide income and rent restricted housing as a component of the project.
- b. At least ~~120%~~ or more of new housing units will be designated for residents living in Ionia at least 51% of the year and making 120% or less of Ionia's Area Median Income. Eligible activities may be pro-rated to the percentage of homes that are income restricted.
- c. Tax capture per income restricted unit may not exceed the cost to construct the unit unless other extraordinary costs are specified in the application and brownfield plan.
- b.d. If Housing Financing Gap funding is a requested eligible activity for rental units, rents must comply with MSHDA income and rent limits for the duration of the Housing Financing Gap reimbursement.

## VIII. MISCELLANEOUS PROVISIONS

1. ~~For projects meeting the minimum qualification criteria contained in the Act,~~ The BRA will annually collect up to 10% of Tax Increment Revenues for its Local Brownfield Revolving Fund (LBRF) and an annual administrative fee described below (subject to proportional reductions due to limitations in the Act, or reductions costs reduced or waived pursuant to Section 8 below) to fund the operation of the Program. The administration fee may be reduced to help finance priority projects. The BRA will, where applicable, withhold and provide to the State Treasury an amount required by Section 13b (14) of the Act to fund the State Brownfield Redevelopment Fund. Remaining annual tax increment revenues from a project will be utilized to reimburse the developer for eligible costs incurred, to fund the City of Ionia LBRF, and to pay for BRA Administration and Plan Implementation Costs, subject to BRA and Ionia City Council approval.
2. Upon acquisition of property included in a Brownfield Plan, and before becoming eligible to receive reimbursement pursuant to an approved agreement, the applicant shall have filed a completed Michigan Department of Treasury Form 2766 – Property Transfer Affidavit L-4260 with the City Assessor related to its acquisition of the property. The Property Transfer Affidavit shall be considered incomplete if the purchase price of the real estate is not entered on the form.
3. The BRA recognizes that the Program is an opportunity to leverage financial participation by the State of Michigan in projects. As such, the BRA will strongly encourage applicants to pursue financial support from the Michigan Department of Environment, Great Lakes, and Energy (EGLE), the Michigan Strategic Fund (MSF), and/or the Michigan State Housing Development Authority (MSHDA), as applicable. The BRA may condition its approval of a brownfield plan on participation by the applicable state agency.
4. Reimbursement will be limited to a maximum of 25 years. The BRA may approve more or less than 25 years at its discretion and depending on the public good that results from the Project.
5. Legal and consulting fees that are not in the ordinary course of acquiring and developing real estate will be limited to a maximum of \$30,000 as allowed by the Act. This includes fees paid to the BRA for its brownfield and legal fees. Costs in excess of \$30,000 are the responsibility of the applicant.
6. Reimbursable brownfield plan or work plan implementation as defined by the Act will be limited to \$50,000 pursuant to the Act, payable to the City of Ionia Brownfield

Development Fund. Implementation should be included in every plan that will be submitted to the State of Michigan for approval.

**IX. COMPLIANCE**

Reporting and compliance requirements will be detailed in a project’s Development and Reimbursement Agreement. At a minimum, a project completion report must be submitted within 90 days of the issuance of a certificate of occupancy for the project in a format provided by the BRA for reimbursement of eligible activity costs. The required report contents will be provided in the Development and Reimbursement Agreement.

For projects containing residential rental housing, certification of compliance with Chapter 858 of Part Eight of the City of Ionia Codified Ordinances is required for each residential unit.

The project must be operated and maintained in compliance with all applicable City codes and ordinances. Non-compliance may result in a suspension of reimbursement for eligible activities until the project returns to compliance.

**X. WAIVER**

The BRA Board of Directors may waive this policy, or any portion of it, when the BRA Board determines that it is in the best interest of the City or the BRA.

**XI. CITY OF IONIA BRA FEE SCHEDULE**

Certain fees may be waived, reduced, or delayed for projects that include the BRA’s Development Initiatives, defined earlier in this policy. The developer’s project application should include any proposed fee reductions or waivers. Defaulting on any of the terms and/or conditions that were utilized to achieve fee reduction for Development Initiatives will result in loss of the fee waiver adjustments.

Application Fee: An application fee will be levied for applications in accordance with an approved fee schedule that is updated from time to time and posted on the BRA’s website. The fee shall be paid by the applicant at the first submittal of the application. Such fees will be based on the total project investment. The application fee schedule is as follows:

Less than \$1 million:	\$ 500
\$1 million to \$9,999,999	\$1,500
\$10 million+	\$3,000

**BRA Consultant and Legal Counsel Fees:** Applicants will be responsible for paying reasonable fees of the BRA's brownfield consultant and legal counsel in connection with review, approval, and processing of the application, brownfield plan, Act 381 work plan, development and reimbursement agreement, and other documents associated with project incentives.

**Administrative Fee, ~~Brownfield Plan and Work Plan Implementation:~~** The brownfield plan and, if applicable, Act 381 work plan shall include an annual administration ~~and implementation~~ fee totaling ~~no less than \$3,000, adjusted annually for inflation at the rate of the Consumer Price Index five years from the first year of the plan and annually thereafter. The fee will be paid first from the statutory \$50,000 allowed for brownfield plan and work plan implementation, as permitted by the Act. up to 10% of local tax increment revenues.~~

**Brownfield Plan and Work Plan Implementation:** Plans shall include ~~The~~ \$50,000 ~~for brownfield plan and work plan implementation, which~~ shall be distributed in equal annual payments ~~of no less than \$2,500 per year~~ from tax increment revenues to the sole benefit of the BRA, unless otherwise negotiated. If the \$50,000 prorated over the life of the approved plan does not equal at least ~~\$3,000~~2,500 of the eligible activities per year, an ~~additional~~ administration fee shall be added to the plan to make up the shortfall ~~until the plan ends~~. The administrative and implementation fee shall be paid to the City of Ionia ~~Brownfield Development Fund~~BRA from Tax Increment Revenues before reimbursement is made to the applicant.

**Local Brownfield Revolving Fund Contribution:** The BRA shall collect up to 10% from the project's tax increment revenues annually for its Local Brownfield Revolving Fund.

~~Certain fees may be waived, reduced, or delayed for projects that include the BRA's Development Initiatives defined above. The developer's project application should include any proposed fee reductions or waivers.~~

~~Defaulting on any of the terms and/or conditions that were utilized to achieve fee reductions for Development Initiatives will result in loss of the fee waiver, reduction, or delay. Any Development Initiative under this Policy may not be used for an additional incentive that requires City of Ionia approval.~~

**CITY OF IONIA BROWNFIELD REDEVELOPMENT AUTHORITY  
BROWNFIELD INCENTIVE APPLICATION EVALUATION**

Pursuant to the City of Ionia Brownfield Redevelopment Authority’s (BRA) guidance, city staff and/or the BRA’s consultant will evaluate projects using the following criteria. The developer does not complete this section; it is included only to show criteria by which projects will be evaluated.

Project name, developer contact information:	
Reviewed by / date:	
Is the property an eligible property? (Blighted, functionally obsolete, contaminated, housing, historic, at a transit hub.) If blighted or functionally obsolete, has it been declared as such by an assessor?	
Is the project consistent with the City’s Master Plan, including Area Specific Plans?	
If the project includes housing, is it consistent with the City of Ionia and Ionia County Housing Needs Assessment?	
Does the statement / letter of interest include all the requested information? a. Summary of the proposed project b. Documentation of Site Control or a purchase agreement showing terms and conditions of property acquisition and proposed closing date c. Site plan and floor plans d. Renderings, if available e. Project financials, <u>including debt service ratio, rate of return, and demonstrated need for financial assistance</u> f. Eligible activities cost estimates dated within six months of application g. Rent schedule and targeted incomes using MSHDA criteria, where income-restricted housing is included in the project h. New and retained jobs by type and	

<p>compensation rate</p> <p>i. Documentation of property eligibility under the Act</p> <p>j. A description of how the project meets Development Initiatives Criteria</p> <p>k. Proposed eligible activities</p>	
<p>Does the project include any Development Initiatives Criteria for sustainability?</p>	
<p>Does the project include any Development Initiatives Criteria for Housing Type Diversity?</p>	
<p>Does the project include any Development Initiatives Criteria for Emerging Developers or Neighborhoods of Focus?</p>	
<p>Does the project include any Development Initiatives Criteria for Housing Development Activities?</p>	
<p>Is the applicant (including all individuals and non-person entities that will have an ownership interest in the project) compliant with the City's Income Tax Ordinance?</p>	
<p>Is the project compatible with the City's zoning ordinance or is there a plan to comply? Is a zoning variance required?</p>	
<p>Is the applicant delinquent on any financial obligation to the City?</p>	
<p><u>Does the project make a clear case that it is not financially feasible without brownfield TIF support? Is the amount of TIF requested reasonable and generally comparable to the average rate of support provided by other communities for similar projects?</u></p>	
<p>Is the applicant a debarred/suspended vendor as defined by the federal government or do they have outstanding written orders or an adverse history of code compliance violations?</p>	

<u>What public good will result from the project?</u>	
Is the project recommended for consideration by the City of Ionia BRA? If yes, forward to BRA members for consideration at the next scheduled or a special meeting	

Additional comments:

**If a brownfield plan is accepted:**

What	When
Application fee received?	Date: Amount:
Is the plan complete?	
Does the TIF table include <u>up to 10%at least \$3,000/year for plan implementation and administration, including and \$50,000 (at least \$2,500 per year)</u> divided between state and local tax increment revenues for implementation?	

Does the TIF table include Local Brownfield Revolving Fund ( <u>up to</u> 10% of annual tax revenues)?	
Is the project in the Downtown Development Authority? If DDA is already collecting TIF, do an interlocal agreement with terms	
Developer submits a Plan / amendment to the BRA.	At least two weeks prior to BRA meeting
BRA reviews and votes on the proposed Plan amendment. Approval may include conditions.	BRA meeting
BRA requests a public hearing be scheduled for the proposed Plan amendment at the next feasible city council or county commission regular meeting	At least 10 days in advance of public hearing date
BRA notifies local taxing jurisdictions and the public of the proposed Plan amendment and public hearing date. If state school TIF will be used for the project, the BRA notifies EGLE, MSF/MEDC, and/or MSHDA of the public hearing.	At least 10 days in advance of public hearing date
Public hearing. The developer or their representative must attend the hearing.	City council or county commission meeting or special meeting
City council or county commission approves or rejects the Plan / amendment	Following the public hearing
BRA and developer enter into a Development / Reimbursement Agreement	After adoption of the Plan amendment
For projects with state school tax capture, developer drafts a work plan pursuant to Act 381 for BRA review and approval	After Development / Reimbursement Agreement
If applicable, BRA reviews the work plan. If state school taxes will be captured, BRA will forward the work plan to EGLE, MSHDA, and/or MEDC for approval.	Before developer can begin work on eligible activities
After the development agreement is signed and, if applicable, the work plan is approved, the developer can begin work.	After approvals received from BRA and, if applicable, EGLE, MSHDA and/or MEDC



# CITY OF IONIA

## STAFF REPORT FOR COUNCIL AGENDA ITEM

Agenda Item: VII.3

TO: Mayor Milewski and Councilmembers

FROM: Precia Garland, City Manager

DATE: February 4, 2026

RE: Resolution 2026-05 - Request from County Seat Brewing Company, LLC for a Social District Permit

### Background:

The Michigan Liquor Control Commission (MLCC) requires the City to approve all Social District Permit applications from businesses on an individual basis before they are then submitted to the MLCC for final approval. The City does not charge a fee for processing local Social District Permit applications; however, the MLCC charges a \$70 inspection fee and a \$250 Social District Permit Fee as part of its processing and approval process.

Following this communication is a Social District Permit application from County Seat Brewing Company, LLC, along with corresponding Resolution 2026-05 to approve the application prior to submission to the MLCC. County Seat Brewing Company, LLC is under contract to assume responsibility of 326 & 328 W. Main Street (the former Jewel Box) with plans to develop a brewery and upper floor residential apartments. An application process with the Michigan Liquor Control Commission (MLCC) is underway to obtain all necessary licenses required to manufacture beer and wine. As part of the licensing process, the business would like to participate in the City's Discover Ionia Social District.

### Requested Action / Motion:

It is requested the Ionia City Council consider a motion to approve Resolution 2026-02, a resolution to grant City of Ionia approval for a Discover Ionia Social District Permit on behalf of County Seat Brewing Company, LLC and to submit a recommendation for approval to the Michigan Liquor Control Commission.

### Motion By:

### Seconded By:

<b>Roll Call Vote:</b>	Lee	___	Winters	___
	Cook	___	Patrick	___
	Millard	___	Waterman	___
	Starr	___	Cowling	___
	Milewski	___		





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

**A RESOLUTION TO APPROVE A SOCIAL DISTRICT PERMIT**

At a regular meeting of the City Council of the City of Ionia, held at the Ionia City Hall, 114 North Kidd Street, Ionia, Michigan, on the \_\_\_\_ day of \_\_\_\_\_, 2026 at 6:30 PM, there were:

PRESENT: \_\_\_\_\_

ABSENT: \_\_\_\_\_

The following Resolution was offered for adoption by City Councilmember \_\_\_\_\_ and was seconded by City Councilmember \_\_\_\_\_:

**WHEREAS**, the City of Ionia has established the Discover Ionia Social District, which has also received approval by the Michigan Liquor Control Commission; and

**WHEREAS**, to participate in the sale of alcoholic beverages within the commons area of the District, qualified businesses are required to individually apply for a Social District Permit; and

**WHEREAS**, a Social District Permit has been received from County Seat Brewing Company, LLC, located at 326 and 328 W. Main Street, Ionia, Michigan, which is contiguous to the Discover Ionia Social District commons area, and has subsequently been reviewed and found to be administratively complete.

**NOW, THEREFORE, BE IT RESOLVED THAT:**

1. The application from County Seat Brewing Company, LLC is approved by the Ionia City Council for consideration for approval by the Michigan Liquor Control Commission.
2. If not recommended, the stated reason is as follows: \_\_\_\_\_.
3. All prior resolutions and parts of resolutions in conflict herewith are, to the extent of such conflict, hereby repealed.
4. This Resolution shall take effect immediately.

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSTAIN: \_\_\_\_\_

ABSENT: \_\_\_\_\_

**RESOLUTION 2026-05 DECLARED ADOPTED**

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

CERTIFICATION

I hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the City Council of the City of Ionia, Ionia County, Michigan at a regular meeting held on February 4, 2026, and that the public notices of said meeting were given pursuant to Act No. 267 of the Michigan Public Acts of 1976, including in the case of a special or rescheduled meeting notice of publication or posting at least eighteen (18) hours prior to the time set for the meeting.

I further certify that the licensed premises of the aforementioned licensee are contiguous to the commons area designated by the Ionia City Council as part of a social district pursuant to MCL 436.1551.

\_\_\_\_\_  
Jonathan T. Bowman, City Clerk  
Ionia City Hall  
114 North Kidd Street  
Ionia, Michigan 48846



## SOCIAL DISTRICT PERMIT — LOCAL GOVERNMENT UNIT APPLICATION

Submit Applications to Ionia Downtown Development Authority  
Address: 203 West Main Street Ionia, MI 48846  
Ph: (616) 527-1420 Website: [cityofionia.org](http://cityofionia.org)

### BUSINESS INFORMATION

**Business Name:** County Seat Brewing Company, LLC **DBA Name:** \_\_\_\_\_  
**Business Address:** 326 & 328 W Main St.  
**City:** Ionia **State:** MI **ZIP:** 48846  
**Mailing Address (if different):** 8304 State Rd. Portland. MI 48875  
**Business Phone:** 517-881-6960  
**Contact Person Name:** Logan Bailey **Title:** member  
**Contact Phone:** 616-902-8047 **Email Address:** loganmibailey@gmail.com

### LIQUOR LICENSE INFORMATION

**Liquor License Number:** Pending RQ-2512-16175  
**License Type (check one):**  
 Class C  
 B-Hotel  
 Other (specify): On-Premises Tasting room in conjunction with Microbrewer/Small Winemaker.  
**Is the establishment located within the designated Social District boundaries?**  
 Yes  No

### PARTICIPATION AGREEMENT

By submitting this application, the applicant acknowledges and agrees to the following:

- Complying with all applicable local ordinances/state laws regarding the sale and service of alcoholic beverages under a Social District Permit.
- Training staff and patrons to identify district boundaries and social district rules, including:

- Consumption by persons age 21 and over ONLY
- Maximum of two alcoholic beverage per person served at a time
- No outside or personal alcohol (BYOB) is allowed
- Keeping alcoholic beverages within the designated commons area

Providing beverages in approved, labeled cups for consumption in the Social District’s designated Commons Area.

Maintaining communication with the local government and other permittees and contributing to the safety and cleanliness of the shared space.

Maintaining a valid on-premises liquor license and a valid Social District Permit issued by the MLCC. \*Any violations of MLCC or local Social District rules may result in suspension or revocation of this approval.

**RESPONSIBILITIES OF THE CITY**

The City of Ionia agrees to:

- Maintain the commons area, including trash removal, signage, and boundary markings.
- Include the Establishment in promotional efforts related to the Social District.
- Enforce Social District boundaries and rules in partnership with local law enforcement.

**UPON APPROVAL**

Provide a Certificate of Insurance indemnifying and holding harmless the City, its officers, and employees from any claims, damages, or liabilities arising from the Establishment’s participation in the Social District.

**TERMINATION**

This Application may be terminated:

- By either party with written notice of 14 days
- Immediately by the City if the Establishment violates local ordinances, this Agreement, or MLCC regulations

Termination of this Agreement does not affect the MLCC’s authority to revoke or suspend any liquor licenses or permits.

**SIGNATURE**

I certify that the information provided in this application is true and complete to the best of my knowledge. I request that The City of Ionia provide Local Governmental Unit Approval for submission to the Michigan Liquor Control Commission (MLCC).

**Printed Name:** Logan Bailey, member \_\_\_\_\_

**Signature:** Logan Bailey \_\_\_\_\_

**Date:** 01 / 19 / 2026 \_\_\_\_\_

**OFFICE USE ONLY**

Approved     Denied

**Authorized Official Name:** \_\_\_\_\_

**Title:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Date of Action:** \_\_\_\_\_

Title	City of Ionia Social District Application for...
File name	City%20of%20Ionia...stablishments.pdf
Document ID	2651332df76fa8acbfca4c7cf888893c1445529
Audit trail date format	MM / DD / YYYY
Status	● Signed

This document was requested from app.clio.com

### Document History



SENT

01 / 19 / 2026

19:12:09 UTC

Sent for signature to Logan Bailey (loganmibailey@gmail.com) by services@clio.com acting on behalf of gerald@gavinlegal.com  
IP: 172.58.125.50



VIEWED

01 / 19 / 2026

19:59:43 UTC

Viewed by Logan Bailey (loganmibailey@gmail.com)  
IP: 172.222.69.38



SIGNED

01 / 19 / 2026

20:00:01 UTC

Signed by Logan Bailey (loganmibailey@gmail.com)  
IP: 172.222.69.38



COMPLETED

01 / 19 / 2026

20:00:01 UTC

The document has been completed.



# CITY OF IONIA

## STAFF REPORT FOR COUNCIL AGENDA ITEM

Agenda Item: VII.4

TO: Mayor Milewski and Councilmembers

FROM: Precia Garland, City Manager

DATE: February 4, 2026

RE: 2026 Independence Holiday Fireworks Permit

### Background:

The DDA will sponsor the annual Independence Holiday fireworks display on Thursday, June 25, 2026 (with Friday, June 26 as the rain date). Through the City, the DDA has retained the services of Pyrotecnico Fireworks, Inc., of New Castle PA, to provide and launch the display. As in the past the fireworks will be launched from the in-field area at the fairgrounds. Pyrotecnico Fireworks has handled the annual display for many years through an acquired company (Melrose Pyrotechnics) and we have not had any problems with the practices utilized by the firm in launching the fireworks or the quality of the display. Pyrotecnico has provided us with the necessary insurance endorsements with the City, DDA and Free Fair Association all named as additional insured. We also have \$5,000,000 in secondary fireworks liability coverage through our insurance provider, Michigan Municipal Risk Management Authority (MMRMA). This coverage is in addition to the \$10,000,000 liability limit possessed by Pyrotecnico.

Public Act 256 of 2011, as amended, and Chapter 692 – Fireworks, of the City of Ionia Codified Ordinances requires a local governmental unit to grant a permit so that the fireworks may be launched. Pyrotecnico has submitted the required permit application and proof of liability insurance, which follows this application.

### Requested Action / Motion:

It is requested the Ionia City Council consider approving the Permit for Fireworks Display to Pyrotecnico Fireworks, Inc., of New Castle PA for the launching of fireworks on Thursday, June 25, 2026 in the in-field of the Ionia Free Fair Grounds. It is further requested Council waive the \$25 application fee from the DDA, given the DDA is primarily funded by the City’s General Fund, which would receive the application fee.

### Motion By:

### Seconded By:

<b>Roll Call Vote:</b>	Lee	_____	Winters	_____
	Cook	_____	Patrick	_____
	Millard	_____	Waterman	_____

Starr

\_\_\_\_\_ Cowling  
Milewski \_\_\_\_\_

\_\_\_\_\_



Bureau of Fire Services  
P.O. Box 30700  
Lansing, MI 48909  
(517) 241-8847

<b>Authority:</b> 1988 PA 358 <b>Compliance:</b> Voluntary <b>Penalty:</b> Permit will not be issued	The Department of Energy, Labor & Economic Growth will not discriminate against any individual or group because of race, sex, religion, age, national origin, color, material status, disability, or political beliefs. If you need assistance with reading, writing, hearing, etc., under the American with Disabilities Act, you may make your needs known to this agency.
--	--

*This permit is not transferable. It authorizes the resident wholesale dealer or jobber named below to have in his or her possession fireworks of any type, for sale only to holders of permits for public display or agriculture control.*

<b>Issued To</b> Pyrotecnico Fireworks, Inc.		<b>Age (18 or over)</b> Yes
<b>Address</b> 4369 E Summit Woods Dr NE, Rockford, MI 49341		
<b>Name of Organization, Group, Firm, or Corporation</b> City of Ionia		
<b>Address</b> PO Box 496, Ionia MI 48846		
<b>Number and Types of Fireworks</b>  Approximately 1500 aerial display shells ranging in size from 1 ¼ inches to 4 inches in diameter.		
<b>Exact Location of Display</b> Ionia Fairgrounds infield, 317 S Dexter St., Ionia MI 48846		
<b>City, Village, Township</b> City of Ionia, MI	<b>Date</b> June 25, 2026 w/ rain date of June 26, 2026	<b>Time</b> Approx 10:20 pm
<b>Bond or Insurance Filed?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		<b>Amount</b> \$10,000,000.00

Issued by action of the Legislative Body of the

City     Village     Township of \_\_\_\_\_ on the \_\_\_\_\_ day of \_\_\_\_\_, 2026  
(Name of City, Village, Township)

\_\_\_\_\_  
(Signature and Title of Legislative Body Representative)

## Instructions for Application for Fireworks Other Than Consumer or Low Impact

Applications shall be submitted to the legislative body of a city, village or township board. A permit may be issued as a result of official action by the legislative body. A permit shall be valid only for use within the limits of the jurisdiction of the legislative body of a city, village or township board.

1. Type of Permit – check all boxes that may apply to the type of permit needed. You may select several permit types depending on your fireworks display. You may check with your legislative body of a city, village or township board for assistance when making your selection. Please review the following definitions to determine which type of permit to select:
  - Agricultural or Wildlife Fireworks – devices distributed to farmers, ranchers, and growers through a wildlife management program administered by the US Department of Interior or Michigan DNR.
  - Articles Pyrotechnic – 1.4G fireworks for professional use only that is classified as UN0431 or UN0432.
  - Display Fireworks – 1.3G fireworks for professional use only
  - Special Effects Manufactured for Outdoor Pest Control or Agricultural Purposes – devices with a combination of chemical elements or compounds capable of burning independently of the oxygen of the atmosphere and designed and intended to produce an audible, visual, mechanical or thermal effect for pest or animal control.
  - Public Display – a fireworks display that is open to all persons for viewing.
  - Private Display – a fireworks display that is not open to the general public for viewing.
2. Name of applicant – list the name of the applicant. The applicant may be a person representing an organization, group, firm or corporation, or self. If the applicant is also the operator, enter the same name in the operator's section.
3. Address of applicant – complete the address of the applicant; include the street address, city, state and zip code.
4. Name of person or resident agent representing corporation, LLC, DBA or other – list the name of the person or resident agent that represents the corporation, LLC, DBA or other.
5. Address of person or resident agent that represents the corporation, LLC, DBA or other – list the address of the person or resident agent representing the corporation, LLC, DBA or other.
6. Non-resident applicant – list the name of the non-resident applicant. A non-resident applicant shall appoint a Michigan attorney or Michigan resident agent in writing to be the applicant's legal representative upon whom all service of process in any action or proceeding may be served.
7. Name of pyrotechnic operator – list the name of the pyrotechnic operator. The pyrotechnic operator is the person in charge of the display. The legislative body of a city, village or township board shall rule on the competency and qualifications of the operator before granting a permit and may require an affidavit from the applicant as to the operator's experience, former pyrotechnic accidents, criminal record, sobriety, etc.
8. Address of pyrotechnic operator – list the address of the pyrotechnic operator; include the street address, city, state and zip code.
9. Age of the pyrotechnic operator – list the age of the pyrotechnic operator; the operator must be 18 years of age or older.
10. Name of assistant – list the name of the assistant to the pyrotechnic operator;
11. Address of assistant – list the address of the assistant; include the street address, city, state and zip code. If there is more than one assistant, please list additional assistants on a separate sheet and include the address and age of those additional assistants.
12. Age of assistant – list the age of the assistant to the pyrotechnic operator; the assistant must be 18 years or older.
13. Name of other assistant – list the name of other assistant to the pyrotechnic operator.
14. Age of other assistant – list the age of the assistant to the pyrotechnic operator; the assistant must be 18 years or older.
15. Exact location of proposed display – list the address of the exact location of the proposed fireworks display.
16. Date of proposed display – indicate the date of the proposed fireworks display; only one display date can be used per application.
17. Time of proposed display – indicate the time of the proposed fireworks display.
18. Manner and place of storage - indicate the manner and place of storage within the legislative body of a city, village or township board of fireworks that are ready for display, just prior to the display in the area of exhibition. The legislative body of a city, village or township board shall obtain approval from the local fire authorities of the manner and place of storage before any permit is issued.

19. Amount of bond or insurance - the issuing legislative body of a city, village or township board shall set the amount of and proof of bond or insurance for the protection of the public to satisfy claims for damages to property or personal injuries arising out of any act or omission on the part of the person, firm or corporation, or any agent or employee of the applicant. The applicant shall assure the bond or insurance required is provided.
20. Name of bonding corporation or insurance company – provide the name of the bonding corporation or insurance company for which the bond was issued through.
21. Address of bonding corporation or insurance company – list the address of the bonding corporation or insurance company; include the street address, city, state and zip code.
22. Number of fireworks and kind of fireworks to be displayed– indicate the total amount of fireworks proposed for the display or use and a description of the type of fireworks for display; such as 10 aerial bombs, 30 aerial rocket bursts, etc.
23. The application is valid for the calendar year in which the application was received and permit was issued.
24. Permit fees shall be established by the legislative body of a city, village or township board and shall be submitted to and retained by legislative body of a city, village or township board.
25. Permitting will be in compliance with the [Michigan Fireworks Safety Act, PA 256 of 2011, MCL 28.466, Section 16](#).
26. **Mail the application to the legislative body of a city, village or township board within the location jurisdiction of the display.** DO NOT mail the application to the Bureau of Fire Services (BFS). If mailed to the BFS, it will be returned to the sender.

All Spectators outside retaining wall. No spectators allowed inside track area.

No Spectators  
In Grandstand



Launch Location

Setup area: 40' X 40'

Radius from setup area: 280'



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

12/4/2025

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 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).

<b>PRODUCER</b> Acisure Great Lakes Partners Insurance Services 223 West Grand River Ave #1 Howell MI 48843	<b>CONTACT NAME:</b> PHONE (A/C. No. Ext): 216-658-7100		FAX (A/C. No): 216-658-7101
	<b>E-MAIL ADDRESS:</b> info@brittongallagher.com		
<b>INSURER(S) AFFORDING COVERAGE</b>			<b>NAIC #</b>
<b>INSURED</b> Pyrotecnico Fireworks Inc. P.O. Box 149 299 Wilson Road New Castle PA 16103	2299 <b>INSURER A :</b> Constitution Insurance Company		32190
	<b>INSURER B :</b> Texas Insurance Company		16543
	<b>INSURER C :</b> Continental Indemnity Company		28258
	<b>INSURER D :</b> Allianz Global Corporate & Specialty SE		7617
	<b>INSURER E :</b> HDI GLOBAL SPECIALTY SE		1340041
	<b>INSURER F :</b>		

**COVERAGES**

CERTIFICATE NUMBER: 1119527519

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 INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
B	<b>GENERAL LIABILITY</b> <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC	Y	Y	BESGLPTPA011501_171145_01	11/28/2025	11/28/2026	EACH OCCURRENCE	\$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 500,000
							MED EXP (Any one person)	\$
							PERSONAL & ADV INJURY	\$ 1,000,000
							GENERAL AGGREGATE	\$ 2,000,000
							PRODUCTS - COMP/OP AGG	\$ 2,000,000
								\$
C	<b>AUTOMOBILE LIABILITY</b> <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS	Y	Y	BESCRMNPA011501_171145_01	11/28/2025	11/28/2026	COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000
							BODILY INJURY (Per person)	\$
							BODILY INJURY (Per accident)	\$
							PROPERTY DAMAGE (Per accident)	\$
								\$
D	<b>UMBRELLA LIAB</b> <input checked="" type="checkbox"/> OCCUR <b>EXCESS LIAB</b> <input checked="" type="checkbox"/> CLAIMS-MADE DED RETENTION \$	Y	Y	25ABEX0231	11/28/2025	11/28/2026	EACH OCCURRENCE	\$ 1,000,000
							AGGREGATE	\$ 1,000,000
								\$
A	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	82-872096-04-44 (MI)	10/14/2025	10/14/2026	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER	
							E.L. EACH ACCIDENT	\$ 1,000,000
							E.L. DISEASE - EA EMPLOYEE	\$ 1,000,000
							E.L. DISEASE - POLICY LIMIT	\$ 1,000,000
E D E	Excess Liability #2			18HX3645 25ABHX0050 18HX3646	11/28/2025 11/28/2025 11/28/2025	11/28/2026 11/28/2026 11/28/2026	Each Occ/ Aggregate Each Occ/Aggregate Each Occ/Aggregate	\$3,000,000 \$1,000,000 \$4,000,000

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)**


Additional Insured extension of coverage is provided by above referenced General Liability policy where required by written agreement.

DISPLAY DATE: June 25, 2026 with a June 26, 2026 rain date

LOCATION: Ionia Free Fair Grounds, S. Dexter Street, Ionia, Michigan

ADDITIONAL INSURED: City of Ionia, Michigan; Ionia Free Fair Association;; City of Ionia Downtown Development Authority

**CERTIFICATE HOLDER****CANCELLATION**

City of Ionia, MI P.O. Box 496 Ionia MI 48846	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: February 4, 2026  
RE: Development Area Citizens Council Establishment

### **Background:**

A new Downtown Development Authority (DDA) Tax Increment Financing (TIF) and Development Plan is being drafted to allow for the capture of increment revenues from increased property values. This revenue can be used for improvements throughout the Development Area indicated in the Plan. The proposed Development Area is a smaller subset of the DDA District focusing on the core downtown and traditional commercial corridors. A map of the DDA boundaries with the Development Area highlighted follows this communication. Under the Recodified Tax Increment Financing Act, PA 57 of 2018, a Development Area Citizens Council (DACC) shall be established if the proposed Development Area has 100 or more residents within it. The City's proposed Development Area has an estimated 133 residents per the 2020 Decennial Census, thus a DACC is required.

MCL Section 125.4221 of PA 57 indicates that the DACC must be established 90 days before the public hearing on the development or TIF plan and consist of not less than 9 members. Members are appointed by the governing body and shall be residents of the development area. The Development and TIF Plan is being presented to the DDA in February with action on the Plan expected in March. This schedule would allow the Plan to be introduced to City Council in April with a public hearing scheduled for May prior to any action on the Plan. Once City Council has established the Development Area Citizens Council, it may be challenging to appoint 9 individuals from within the area. However, City staff intend to use social media to inform the public of the opportunity. Ultimately, the DACC will serve an advisory role for the DDA. All appointed members will be invited to attend the DDA meetings involving the DDA and TIF Plan to participate in the conversation. Section 12.10 of the Ionia City Charter authorizes Council to appoint advisory committees or boards as deemed appropriate.

### **Requested Action / Motion:**

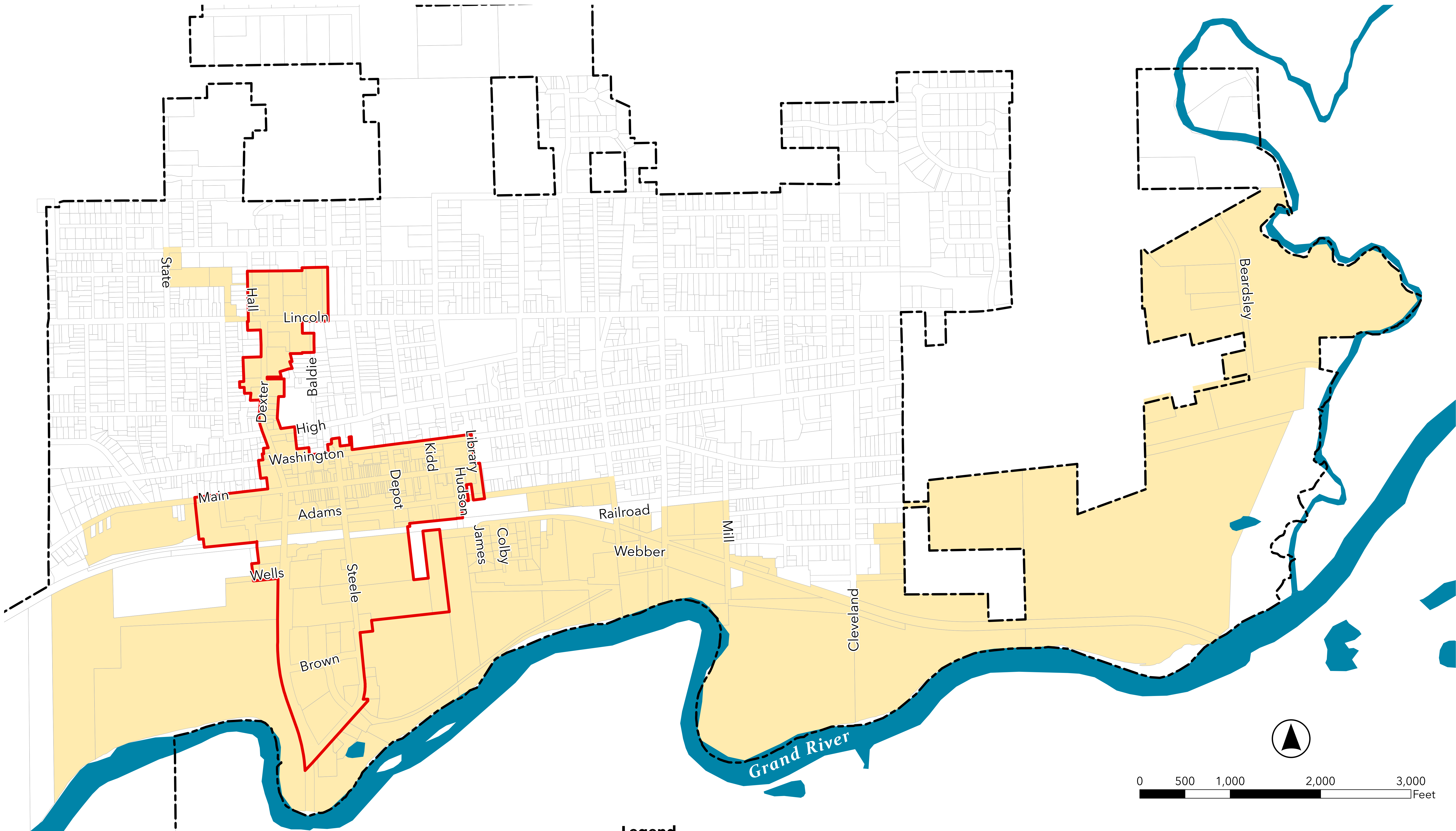
It is requested that the Ionia City Council consider a motion to establish a Development Area Citizens Council in accordance with the Recodified Tax Increment Financing Act, PA 57 of 2018.

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**Motion By:**

**Seconded By:**

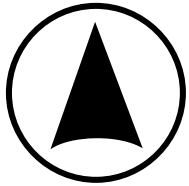
**Roll Call Vote:** Lee            \_\_\_            Winters            \_\_\_  
Cook            \_\_\_            Patrick            \_\_\_  
Millard        \_\_\_            Waterman        \_\_\_  
Starr           \_\_\_            Cowling           \_\_\_  
Milewski      \_\_\_



**Legend**

-  City Boundary
-  Parcels
-  DDA Boundary
-  Development Area

The Ionia DDA District consists of approximately 1.18 square miles and contains approximately 194 residents, per the 2020 Decennial Census.



0 500 1,000 2,000 3,000 Feet

**City of Ionia**  
Downtown Development Authority

December, 2025



# CITY OF IONIA

## STAFF REPORT FOR COUNCIL AGENDA ITEM

Agenda Item: VII.6

TO: Mayor Milewski and Councilmembers

FROM: Precia Garland, City Manager

DATE: February 4, 2026

RE: Schedule Capital Improvement Plan Worksession

### Background:

In accordance with Sections 5.04(2), 5.10 – 5.11 of the Ionia City Charter, a Capital Improvement Program (CIP) is prepared and submitted annually for City Council consideration and adoption. The CIP is to include:

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

City Council is also required to conduct a public hearing regarding the CIP prior to its adoption. The approved CIP is then utilized to assist in programming capital projects for the next fiscal year (July 1, 2026 – June 30, 2027).

To sufficiently examine the CIP prior to adoption, it is requested a public hearing and council work session be scheduled for 5:30 PM on March 4, prior to the next regularly scheduled council meeting. Food will be served during this meeting.

### Requested Action / Motion:

It is requested that the Ionia City Council consider a motion to schedule a work session and public hearing for 5:30 PM on Wednesday, March 4, 2026 for the purpose of receiving public comments on the proposed Capital Improvement Program.

**Motion By:**

**Seconded By:**

**Roll Call Vote:** Lee                    \_\_\_\_\_                    Winters                    \_\_\_\_\_

Cook	—	Patrick	—
Millard	—	Waterman	—
Starr	—	Cowling	—
Milewski	—		



# CITY OF IONIA

## STAFF REPORT FOR COUNCIL AGENDA ITEM

Agenda Item: VIII.1

TO: Mayor Milewski and Councilmembers  
 FROM: Precia Garland, City Manager  
 DATE: February 4, 2026  
 RE: DDA Board Appointment

### 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 citizens advisory boards and commissions. The following individual has been recommended by Mayor John Milewski to begin service on the Downtown Development Authority (DDA) Board, subject to council approval.

### Downtown Development Authority

Mark Ludema, co-owner, County Seat Brewing Co.- term through 12/31/29

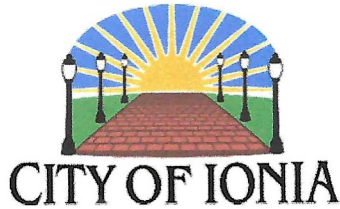
### Requested Action / Motion:

It is requested the Ionia City Council consider appointing Mark Ludema to serve on the DDA Board for a four-year term ending December 31, 2029.

### Motion By:

### Seconded By:

<b>Roll Call Vote:</b>	Lee	___	Winters	___
	Cook	___	Patrick	___
	Millard	___	Waterman	___
	Starr	___	Cowling	___
	Milewski	___		



## Boards and Commissions Application

Serving on one or more of the City of Ionia's boards and commissions is a perfect way to actively engage with the community. Full details on the different boards and commissions can be found at [www.cityofionia.org](http://www.cityofionia.org). Click on the City Government tab for the complete page of information.

Ionia welcomes anyone who has interest in serving to complete the Boards and Commissions application, after using the skillset guide to determine where his/her respective experience would best be served. All applications can be emailed directly to the City Manager at [pgarland@ci.ionia.mi.us](mailto:pgarland@ci.ionia.mi.us), dropped off to City Hall at 114 North Kidd Street, or mailed to P.O. Box 496, Ionia, MI 48846.

### List of Boards and Commissions:

- Board of Review
  - Meets as necessary
- Board of Zoning Appeals (ZBA)
  - Meets on the first Monday of the month at 6:30 p.m. (As necessary)
- Brownfield Redevelopment Authority (BRA)
  - Meets monthly
- Downtown Development Authority (DDA) Board
  - Meets on the third Wednesday of the month at 8:00 a.m.
- Income Tax Board
  - Meets as necessary
- Ionia Community Library Board of Trustees
  - Meets on the third Wednesday of the month at 6:00 p.m.
- Ionia Housing Commission
  - Meets on the second Tuesday of the month
- Housing Board of Appeals
  - Meets as necessary
- Local Officers Compensation Commission
  - Meets on odd-numbered years
- Parks and Recreation Commission
  - Meets as necessary
- Planning Commission
  - Meets on the second Wednesday of the month at 4:30 p.m.



## Boards and Commissions Application Skillset Guide

### Board of Review

Members are appointed by the Mayor and confirmed by City Council. Members must be city residents qualified by experience and/or training in matters related to real estate. Please check below if you have experience in:

- Banking/Finance
- Property Appraisal/Assessing
- Real Estate/Development/Law (no agents or brokers)

### Board of Zoning Appeals (ZBA)

Members are appointed by the Mayor and confirmed by City Council. Members must be city residents qualified by experience and/or training in matters related to construction, land use planning and/or zoning. Please check below if you have experience in:

- Architecture
- Building Construction/Engineering
- GIS/AutoCAD
- Land Use Planning
- Real Estate/Development/Law
- Zoning

### Brownfield Redevelopment Authority (BRA)

Members are appointed by the Mayor and confirmed by City Council. City residency is not required. Qualified experience in economic development, land use planning, or other related fields is preferred. Please check below if you have experience in:

- Banking/Finance
- Building Construction/Engineering
- Business
- Economic Development
- Land Use Planning
- Property/Asset Management

### Downtown Development Authority (DDA)

Board comprised of City residents and non-residents, with a majority of the board having an interest in property within the Development District and at least one member residing in the District. Members are appointed by the Mayor and confirmed by City Council. Please check below if you have experience in:

- Advertising/Marketing/Public Relations
- Banking/ Business/Finance
- Economic Development/Land Use Planning
- Event Planning
- Property/Asset Management

### Income Tax Board

Membership of the board is appointed by the City Council. Members must be city residents qualified by experience and/or training in matters relating to finance. Please check below if you have experience in:

- Accounting
- Banking/Finance
- Budgeting/Auditing
- Business
- Public Administration

### Ionia Community Library Board of Trustees

The library is governed by a six-member Board of Trustees consisting of two members each from the City of Ionia, Easton Township, and the Ionia Public School District. Please check below if you have experience in:

- Education
- Library Resources
- Public Administration
- Technology Facilitation

### Ionia Housing Commission

Members are appointed by the Mayor and confirmed by City Council. City residency is not required. Qualified experience in social work or property management related fields is preferred. Please check below if you have experience in:

- Business
- Property/Asset Management
- Public Administration
- Social Work

### Housing Board of Appeals

Board meets when an appeal has been requested for a rental property or housing commission related concern. Members with qualified experience in property or asset management preferred. Please check below if you have experience in:

- Business
- Construction
- Home Inspection
- Property/Asset Management
- Public Safety
- Social Work



Questions? Contact the Ionia City Manager  
(616) 527-4170 | [pgarland@ci.ionia.mi.us](mailto:pgarland@ci.ionia.mi.us)

### **Local Officers Compensation Commission (LOCC)**

Members are appointed by the Mayor and confirmed by City Council. City residency is required. Finance and human resource management fields provide necessary experience. Please check below if you have experience in:

- Business
- Employment
- Finance
- Human Resources/Personnel
- Public Administration

### **Parks and Recreation Commission**

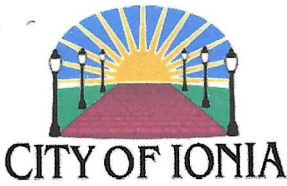
Members are appointed by the Mayor and confirmed by City Council. All members except one must be registered voters in the city. Qualifications are by experience and/or training in a variety of disciplines. Please check below if you have experience in:

- Advertising/Marketing/Public Relations
- Banking/Finance
- Fitness/Recreation
- Forestry
- Land Use Planning
- Landscape Architecture
- Physical Education

### **Planning Commission**

Members are appointed by the Mayor and confirmed by City Council. All members except one must be city residents. Qualifications are by experience and/or training in matters related to land use planning. Please check below if you have experience in:

- Architecture
- Building Construction
- Civil Engineering
- Facilities Management
- GIS/AutoCAD
- Historic Preservation
- Land Use Planning
- Landscape Architecture
- Property Maintenance/Management
- Real Estate/Development/Law



## Boards and Commissions Application

### Applicant Information

Name: Mark Ludema Address: 8304 State Rd  
 City, State, Zip: Portland, MI, 48875 Years of City Residence: \_\_\_\_\_  
 Phone: 517-881-6960 Email: markludema@gmail.com

### Experience

Vocation: Brewer Employer: Self  
 Educational Background: B.S. Engineering Physics, Taylor University; M.S. Construction Management, MSU  
 Professional and Work Experience: Design Engineer, Mareco Power Systems, Howell MI  
Brewer, Steele Street Brewing, Ionia MI; Brewer & Distiller, Gull Lake Distilling, Galesburg MI  
 Community Activity: Concession Chair, Portland Athletic Association 2018-2020

### Board and Commission Selection

Check all boxes of the boards and commissions you wish to serve:

- |   |  |
|---|--|
| <input type="checkbox"/> Board of Review                          | <input type="checkbox"/> Board of Zoning Appeals (ZBA)                   |
| <input type="checkbox"/> Brownfield Redevelopment Authority (BRA) | <input checked="" type="checkbox"/> Downtown Development Authority (DDA) |
| <input type="checkbox"/> Income Tax Board                         | <input type="checkbox"/> Ionia Community Library Board of Trustees       |
| <input type="checkbox"/> Ionia Housing Commission                 | <input type="checkbox"/> Ionia Regional Utilities Authority (IRUA)       |
| <input type="checkbox"/> Housing Board of Appeals                 | <input type="checkbox"/> Local Officers Compensation Commission (LOCC)   |
| <input type="checkbox"/> Parks and Recreation Commission          | <input type="checkbox"/> Planning Commission                             |
| <input type="checkbox"/> Other: _____                             |  |

Have you ever served on a board, committee, or held public office before?  Yes  No

Do you foresee any conflicts of interest while serving in this position?  Yes  No

Are you a registered voter in the City of Ionia?  Yes  No

Reason(s) You Wish to Serve: As a new property and business owner in downtown Ionia  
I would like to be involved in the continued revitalization and development of Ionia's downtown.

Signature: Mark Ludema Date: 1/8/26



# CITY OF IONIA

Minutes of Boards & Commissions

Monthly Department Reports

January 2026

**IONIA HOUSING COMMISSION**

MINUTES OF REGULAR MEETING HELD IN THE OFFICES OF THE COMMISSION  
AT 667 N. UNION STREET, IONIA, MICHIGAN  
OCTOBER 14, 2025, AT 10:00 A.M.

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

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

and the following were absent: None.

President Rockafellow declared a quorum present.

- 2. APPROVAL OF MINUTES OF REGULAR MEETING: Minutes of the regular meeting of September 9, 2025, were previously distributed. Following discussion Commissioner Brown made a motion, supported by Commissioner Tuttle, accepting the minutes and placed on file as presented. A roll call vote was taken:

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

President Rockafellow thereupon declared said motion carried.

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

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

President Rockafellow thereupon declared said motion carried.

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

AYES

NAYS

All

None

President Rockafellow thereupon declared said motion carried.

5. REPORT – DIRECTOR:

VACANCIES:

SECTION-8 HOUSING CHOICE VOUCHER PROGRAM: Thirteen.

PUBLIC HOUSING PROGRAM: One.

MOVE-OUTS:

09/15/2025	1-bedroom (206) Pine Vista.....	No longer able to live independently, moved in with daughter
09/15/2025	1-bedroom (403) Pine Vista.....	Internal transfer to one-bedroom, reasonable accommodation
10/08/2025	4-bedroom (530) West Meadows.....	Moved in with boyfriend
10/10/2025	3-bedroom (552) West Meadows.....	Location unknown, moved without notice

MOVE-INS:

09/15/2025	1-bedroom (106) Pine Vista.....	Internal transfer from one-bedroom, reasonable accommodation
09/19/2025	1-bedroom (404) Pine Vista.....	Resident, senior
09/23/2025	1-bedroom (403) Pine Vista.....	Resident, disabled
10/14/2025	3-bedroom (552) West Meadows.....	Resident, working, single mom

6. UNFINISHED BUSINESS:

- A. 2023 CAPITAL FUND PROGRAM UPDATE: Capital Fund 2023 award amount is \$295,752.00. Expenditures to date total \$295,752.00 leaving a balance of \$0.00. Ionia Housing Commission has requisitioned funds one time; \$295,752.00 on October 2, 2025. 100% of the 2023 Capital Fund has been expended. The Executive Director will delay closeout until this grant has been audited by HUD in case additional funds are distributed.
- B. 2024 CAPITAL FUND PROGRAM UPDATE: Capital Fund 2024 award amount is \$305,426.00. There have been no expenditures to date.
- C. 2025 CAPITAL FUND PROGRAM UPDATE: Capital Fund 2025 award amount is \$306,747.00. There have been no expenditures to date.

7. NEW BUSINESS:

- A. GOVERNMENT SHUTDOWN: The Federal Government shut down effective October 1, 2025. As such, there are no HUD employees working, including at the regional and local levels. Ionia Housing Commission will remain open with all staff reporting to work. All agency business will continue as usual to the best of our ability without HUD support.
- B. 2026 OPERATING SUBSIDY: 2026 Operating Subsidy grant applications are due October 21, 2025. The Executive Director will submit the required documentation prior to the deadline.
- C. FYE 9/30/2025 & FYE 9/30/2026 AUDIT BIDS: The Executive Director solicited bids from three auditors for the FYE 9/30/2025 and FYE 9/30/2026 audits. Anderson, Tackman, & Company, P.L.C. did not submit a bid by the deadline, Hannah R. Bond, CPA, PLLC bid \$7,500.00 for a remote audit and \$9,000.00 for an in-person audit for both FYE 9/30/2025 and FYE 9/30/2026, and Smith & Klaczkiwicz, PC declined the invitation to bid. Following discussion Vice President Talbot made a motion, supported by Commissioner Brown, awarding the FYE 9/30/2025 and FYE 9/30/2026 Audit Bids to Hannah R. Bond, CPA, PLLC as presented. A roll call vote was taken:

AYES

NAYS

All

None

President Rockafellow thereupon declared said motion carried.

8. PUBLIC COMMENT: Vice President Talbot again addressed the issue of Pine Vista residents smoking on the sidewalk. The Executive Director will send a reminder to residents asking them to make sure they are off Ionia Housing Commission property when they smoke and encourage them to go onto City property to the north of Pine Vista to keep the sidewalks clear for pedestrians. She will also contact Ionia Housing Commission's IT Director to research expanding the security camera system to include exterior cameras that cover the stairwell doors and entrance drive of Pine Vista.
9. There being no further business to come before the Board, the meeting was unanimously adjourned at 10:30 a.m.

  
Katie Bennett, Executive Director/Secretary

  
Michael Rockafellow, President

# IONIA HOUSING COMMISSION

MINUTES OF REGULAR MEETING HELD IN THE OFFICES OF THE COMMISSION  
AT 667 N. UNION STREET, IONIA, MICHIGAN  
NOVEMBER 18, 2025, AT 10:00 A.M.

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

Brian Talbot	Vice President
Lisa Brown	Commissioner
Valerie Tuttle	Resident Commissioner

and the following were absent:

Greg Cook	Commissioner
-----------	--------------

President Rockafellow declared a quorum present.

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

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

President Rockafellow thereupon declared said motion carried.

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

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

President Rockafellow thereupon declared said motion carried.

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

AYES

NAYS

All

None

President Rockafellow thereupon declared said motion carried.

5. REPORT – DIRECTOR:

VACANCIES:

SECTION-8 HOUSING CHOICE VOUCHER PROGRAM: Twelve.

PUBLIC HOUSING PROGRAM: Four.

MOVE-OUTS:

10/20/2025	3-bedroom (516) West Meadows.....	Evicted
10/26/2025	4-bedroom (548) West Meadows.....	Moved in with boyfriend
11/03/2025	3-bedroom (521) West Meadows.....	Internal transfer to four-bedroom
11/13/2025	3-bedroom (511) West Meadows.....	Moved in with daughter, no longer able to live independently
11/17/2025	2-bedroom (720 B) Robertson Court.....	Internal transfer to one-bedroom

MOVE-INS:

10/20/2025	3-bedroom (570) West Meadows.....	Resident, disabled
11/03/2025	4-bedroom (530) West Meadows.....	Internal transfer from three- bedroom
11/13/2025	3-bedroom (516) West Meadows.....	Resident, working, single mom
11/17/2025	1-bedroom (206) Pine Vista.....	Internal transfer from two-bedroom

6. UNFINISHED BUSINESS:

- A. 2024 CAPITAL FUND PROGRAM UPDATE: Capital Fund 2024 award amount is \$305,426.00. There have been no expenditures to date.
- B. 2025 CAPITAL FUND PROGRAM UPDATE: Capital Fund 2025 award amount is \$306,747.00. There have been no expenditures to date.
- C. GOVERNMENT SHUTDOWN: The Federal Government reopened November 12, 2025 after forty three days. While HUD employees have returned to work, Housing Commissions are anticipating delays in processing grants and other submissions for an extended period.


7. NEW BUSINESS:

- A. NSPIRE INSPECTIONS: The Executive Director was contacted to schedule NSPIRE Inspections through HUD. The original dates proposed were December 30<sup>th</sup> and 31<sup>st</sup>. The Director explained that approximately half of the staff are off during the holidays and asked for alternative dates. The scheduler stated they will research other available dates and provide them to the Director in the near future.

8. PUBLIC COMMENT: There was no public comment.

9. There being no further business to come before the Board, the meeting was unanimously adjourned at 10:29 a.m.

  
\_\_\_\_\_  
Katie Bennett, Executive Director/Secretary

  
\_\_\_\_\_  
Michael Rockafellow, President

# IONIA HOUSING COMMISSION

MINUTES OF REGULAR MEETING HELD IN THE OFFICES OF THE COMMISSION  
AT 667 N. UNION STREET, IONIA, MICHIGAN  
DECEMBER 9, 2025, AT 11:00 A.M.

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

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

and the following were absent: None.

President Rockafellow declared a quorum present.

2. APPROVAL OF MINUTES OF REGULAR MEETING: Minutes of the regular meeting of November 18, 2025, were previously distributed. Following discussion Vice President Talbot made a motion, supported by Commissioner Brown, accepting the minutes and placed on file as presented. A roll call vote was taken:

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

President Rockafellow thereupon declared said motion carried.

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

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

President Rockafellow thereupon declared said motion carried.

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

AYES

NAYS

All

None

President Rockafellow thereupon declared said motion carried.

5. REPORT – DIRECTOR:

VACANCIES:

SECTION-8 HOUSING CHOICE VOUCHER PROGRAM: Thirteen.

PUBLIC HOUSING PROGRAM: Four.

MOVE-OUTS:

11/30/2025 3-bedroom (568) West Meadows.....Moved to Valley  
View Apartments

MOVE-INS:

12/04/2025 3-bedroom (521) West Meadows.....Working, single  
mom

6. UNFINISHED BUSINESS:

- A. 2024 CAPITAL FUND PROGRAM UPDATE: Capital Fund 2024 award amount is \$305,426.00. There have been no expenditures to date.
- B. 2025 CAPITAL FUND PROGRAM UPDATE: Capital Fund 2025 award amount is \$306,747.00. There have been no expenditures to date.
- C. NSPIRE INSPECTIONS: HUD NSPIRE Inspections are scheduled to be conducted January 13, 2026 with a backup date of January 14, 2026.

7. NEW BUSINESS:

- A. HOUSING CHOICE VOUCHER PROGRAM PAYMENT STANDARDS: The Executive Director reviewed the proposed Housing Choice Voucher Program Payment Standard schedule and supporting documentation for the subject program. Following discussion Commissioner Brown made a motion, supported

by Commissioner Tuttle, to adopt the new Housing Choice Voucher Program Payment Standards effective January 1, 2026. A roll call vote was taken:

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

President Rockafellow thereupon declared said motion carried. Resolution number 845 adopted.

- B. HOUSING CHOICE VOUCHER PROGRAM UTILITY ALLOWANCE: An annual review of utility rates was performed for the subject program. Following review and discussion of the proposed schedule Commissioner Tuttle made a motion, supported by Commissioner Cook, to adopt the utility allowance as proposed effective January 1, 2026. A roll call vote was taken:

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

President Rockafellow thereupon declared said motion carried. Resolution number 846 adopted.

- C. PUBLIC HOUSING PROGRAM FLAT RENTS: The Executive Director reviewed the proposed Public Housing Flat Rent schedule and supporting documentation for the subject program. Following discussion, Commissioner Tuttle made a motion, supported by Commissioner Cook, to adopt the proposed Public Housing Flat Rents effective January 1, 2026. A roll call vote was taken:

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

President Rockafellow thereupon declared said motion carried. Resolution number 847 adopted.

- D. PUBLIC HOUSING PROGRAM UTILITY ALLOWANCE: An annual review of utility consumption was performed for the subject program. Following review and discussion of the proposed schedule Commissioner Brown made a motion, supported by Commissioner Tuttle, to adopt the Public Housing Utility Allowance as proposed effective January 1, 2026. A roll call vote was taken:

AYES

NAYS

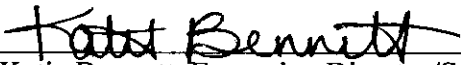
All

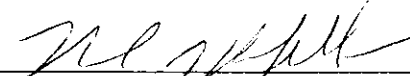
None

President Rockafellow thereupon declared said motion carried. Resolution number 848 adopted.

- E. 2026 HEALTH INSURANCE: Ionia Housing Commission received the 2026 health insurance rates from the City. Health insurance will continue to be provided by Priority Health beginning January 1, 2026. Monthly Premiums increased as follows: Single person from \$497.38 to \$515.51, Two-person from \$1,193.71 to \$1,237.22, and Family from \$1,492.14 to \$1,546.53. The deductibles also increased as follows: Single person from \$3,300.00 to \$3,400.00, and Two-person and Family from \$6,600.00 to \$6,800.00. Prescription drug coverage remains the same. Premiums include the Michigan Claims Tax and Affordable Care Act fees effective January 1, 2026. The Executive Director held a meeting with staff to discuss the health insurance changes and various options for employees regarding contribution and reimbursement. Following discussion, two employees elected to have the Commission contribute \$6,800.00 and one employee elected to have the Commission contribute \$5,800.00 to their respective Health Savings Accounts towards their individual deductibles. Dental Insurance will continue to be provided by Delta Dental. The Monthly Premiums for Dental Insurance remained the same and are as follows: Single person cost is \$41.07, Two-person cost is \$75.39, and Family cost is \$134.59. The cost for Dental Insurance is paid entirely by the Commission. Vision Insurance will continue to be provided by VSP. The Monthly Premiums for Vision Insurance increased slightly and are as follows: Single person coverage from \$6.81 to \$7.54, Two-person coverage from \$10.39 to \$11.50, and Family coverage from \$18.63 to \$20.63. As with Dental Insurance, Vision Insurance is paid entirely by the Commission so there will be no change in cost for this coverage for the employees.

8. PUBLIC COMMENT: There was no public comment.
9. There being no further business to come before the Board, the meeting was unanimously adjourned at 11:39 a.m.

  
Katie Bennett, Executive Director/Secretary

  
Michael Rockafellow, President



**CITY OF IONIA**  
**DOWNTOWN DEVELOPMENT AUTHORITY**  
**REGULAR MEETING MINUTES**  
**8:00 AM, Wednesday, December 17, 2025**  
**IONIA THEATRE**

**I. CALL TO ORDER**

Chairperson John Krueger called the meeting of the City of Ionia Downtown Development Authority to order at 8:02 AM.

**II. ROLL CALL OF MEMBERS**

Roll call revealed a Quorum with Board Members Benjamin Weller, Precia Garland, Ryan Wilson, Zachary Sheehan, and John Krueger present.

**III. PUBLIC COMMENTS**

IACC reminded everyone of the holiday shopping passport and community cash eggs. It was also mentioned that IACC is looking forward to the 2026 partnerships.

**IV. CONSENT AGENDA**

**(IV.1.) To approve the December 17, 2025 meeting agenda.**

Director Rice noted the need for a small edit in the only item, which was to change the title of the item from 2025 Board Meeting Schedule to 2026 Board Meeting Schedule.

With the edit noted, Board Member Garland made a motion, seconded by Board Member Wilson, to approve the agenda as presented.

**MOTION BY VOICE VOTE.**

**V. APPROVAL OF MINUTES**

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

With no changes or additions, Board Member Wilson made a motion, seconded by Board Member Garland, to approve the agenda as presented.

**MOTION CARRIED BY VOICE VOTE.**

**VI. FINANCIAL REPORT**

**(VI.1.) To accept the Accounts Payables for the DDA: October 26, 2025 – November 25, 2025 in the amount of \$6,922.66**

**To accept the Accounts Payables for the Theatre: October 26, 2025 – November 25, 2025 in the amount of \$11,247.71**

With no changes or additions, Board Member Weller made a motion, seconded by Board Member Sheehan, to accept the financials as presented.

**MOTION BY VOICE VOTE.**

**VII. DDA DIRECTOR REPORT**

**(VII.1.) Report included in Board Agenda Packet.**

Director Rice reviewed the events that transpired, including the Small Business Saturday Free Movie, Flag Unveiling Ceremony, Downtown Tree Lighting and Parade.

**VIII. THEATRE REPORT**

**(VIII.1.) Report included in Board Agenda Packet.**

Director Rice reviewed the numbers and activities from the past month, including the increased variety with ten different films shown for either public or private viewing. Future events include the Free Movies over holiday break and private seminars.

**IX. BOARD DECISIONS AND ACTION ITEMS**

**(IX.1.) 2026 DDA Board of Directors Meeting Schedule**

Chairperson John Krueger noted upcoming travel that may result in missed meetings and requested to be excused from those absences, once finalized.

With no changes or additions, Board Member Garland made a motion, seconded by Board Member Sheehan, to approve the schedule as presented.

**MOTION BY VOICE VOTE.**

**X. DISCUSSION ITEMS**

**XI. ADJOURNMENT**

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

**MOTION CARRIED BY VOICE VOTE.**

Respectfully Submitted,

Cassie Rice, Recording Secretary  
for Heather Poland-Sizemore, Secretary



**CITY OF IONIA**  
**DOWNTOWN DEVELOPMENT AUTHORITY**  
**REGULAR MEETING MINUTES**  
**8:00 AM, Wednesday, November 19, 2025**  
**IONIA THEATRE**

**I. CALL TO ORDER**

**II. ROLL CALL OF MEMBERS**

**III. PUBLIC COMMENTS**

The IACC Director reported that the Holiday Shopping Passport program will run from November 24 through January 5, encouraging shoppers to visit participating businesses for a chance to win prizes. They also announced the launch of a Community Cash Scavenger Hunt, which will award a total of \$1,000 in Community Cash. The holiday edition of Thirsty Thursday is scheduled for December 11 and will feature a best dressed award. Lastly, the IACC is hiring for a part-time administrative position, approximately 20 hours per week.

**IV. CONSENT AGENDA**

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

With no changes or additions, Member Wilson made a motion, seconded by Member Weller, to approve the agenda as presented.

**MOTION BY VOICE VOTE.**

**V. APPROVAL OF MINUTES**

**(V.1.) To approve the minutes from the October 15, 2025 meeting.**

Minutes from the regular meeting of the Downtown Development Authority were reviewed. Member Garland made a motion, seconded by Member Wilson, to approve the October 15, 2025 meeting minutes as presented.

**MOTION BY VOICE VOTE.**

**VI. FINANCIAL REPORT**

**(VI.1.) To accept the Accounts Payables for the DDA: September 26, 2025 – October 25, 2025 in the amount of \$1,877.63**

**To accept the Accounts Payables for the Theatre: September 26, 2025 – October 25, 2025 in the amount of \$7,433.13**

Member Weller made a motion, seconded by Member Sheehan, to accept the financials as

presented.

## **MOTION BY VOICE VOTE.**

### **VII. DDA DIRECTOR REPORT**

#### **(VII.1.) Report included in Board Agenda Packet.**

Director Rice provided a wrap-up of the Bulldogs Unleashed project and shared updates on recent event support efforts. She also outlined ongoing preparation for upcoming Christmas activities, including the parade and downtown garland installation.

Director Rice attended the Michigan Downtown Association's Annual Conference in Rochester, MI, where she gained valuable insight into funding opportunities, programming ideas from comparable downtowns, marketing strategies, and best practices for effective downtown management.

### **VIII. THEATRE REPORT**

#### **(VIII.1.) Report included in Board Agenda Packet.**

Director Rice reviewed the October financial and attendance numbers, along with key operational items for the theatre. Holiday programming is scheduled, and volunteer support is currently being secured. Additionally, three free movies sponsored by various community partners are planned before the end of 2025.

### **IX. BOARD DECISIONS AND ACTION ITEMS**

#### **(IX.1.) DDA Bylaw Update - Confirmation of Chief Executive Officer (CEO) Designee on the DDA Board**

The Board reviewed background information from a 2022 City administration guidance letter regarding statutory requirements under the Recodified Tax Increment Financing Act (MCL 125.4204(1) and MCL 125.4201(h)). The statute requires that the municipality's Chief Executive Officer—defined as the Mayor or City Manager—serve on the DDA Board or designate a representative.

It was noted that while the intent in 2022 was for the City Manager to serve as the CEO representative on the City of Ionia DDA Board, the change was never updated and reflected in the bylaws.

The Board reviewed the proposed redline updates to Sections 3.1 and 3.4 of the DDA Bylaws, clarifying membership requirements and specifying that the Mayor or City Manager is not eligible to serve as Chairperson or Vice-Chairperson.

It was requested to provide the full bylaws versus the excerpts provided with the updated verbiage for future changes.

Member Wilson made a motion, seconded by Member Garland, to approve suggested changes to

the bylaws in sections 3.1 and 3.4 to add specific language to include the city manager and not just the mayor.

Member Wilson made a motion, seconded by Member Garland, to approve the proposed amendments to Sections 3.1 and 3.4 of the bylaws, adding language formally identifying the City Manager as the Chief Executive Officer.

**MOTION BY VOICE VOTE.**

**MOTION APPROVED 6-1**

## **X. DISCUSSION ITEMS**

### **(X.1.) Marketing Committee Update**

Director Rice provided a recap of Bulldogs Unleashed, including participation and financial figures. The committee also reviewed a set of identified core brand truths: Creative, Timeless, Rooted, Charming, Comfortable, Eclectic, and Playful, to guide future marketing efforts.

The Festival of Trees concept for next year was approved. The event will encourage downtown businesses and residents to display decorated trees throughout the community, complemented by a cookie walk and a social district stroll.

Lastly, the marketing committee approved moving forward with pursuing funding for a mosaic mural project to be installed in the downtown district.

## **XI. OTHER**

### **XII. ADJOURNMENT**

Board Member Sheehan made a motion, seconded by City Manager Garland, to adjourn.

**MOTION CARRIED BY VOICE VOTE.**

The meeting was adjourned at 9 am.

Respectfully Submitted,

Cassie Rice, Recording Secretary  
for Heather Poland-Sizemore, Secretary

DDA REPORT GL FOR CITY OF IONIA  
Balance As of 11/30/2025

GL Number	Description	End Balance 06/30/2025	25-26 Amended Budget	YTD Balance 11/30/2025	% Bdgt Used
<b>Fund: 248 DOWNTOWN DEVELOPMENT OPERATING</b>					
<b>Account Category: Revenues</b>					
<b>Department: 000.000</b>					
248-000.000-415.000	2 MILL LEVY	46,148.09	46,000.00	45,384.62	98.66
248-000.000-655.000	PROMOTIONS AND SPONSORSHIPS	9,604.00	4,000.00	1,925.00	48.13
248-000.000-655.000-248.001	PROMOTIONS AND SPONSORSHIPS	50.00	9,000.00	0.00	0.00
248-000.000-665.000	INTEREST	5,484.28	3,500.00	704.93	20.14
248-000.000-676.002	Reimbursement for IFF Agreeemnt	7,500.00	0.00	45.00	100.00
248-000.000-688.000	OTHER REVENUE	171.64	500.00	1,926.40	385.28
248-000.000-699.101	CONTRIBUTIONS FROM GENERAL FUN	200,000.00	250,000.00	0.00	0.00
Total Dept 000.000		268,958.01	313,000.00	49,985.95	15.97
Revenues		268,958.01	313,000.00	49,985.95	15.97
<b>Account Category: Expenditures</b>					
<b>Department: 558.000 ADMINISTRATIVE</b>					
248-558.000-702.000	SALARY & WAGES	103,614.08	73,200.00	23,443.58	32.03
248-558.000-710.000	PAYROLL TAXES & FRINGE BENEFIT	43,049.06	19,330.00	6,747.38	34.91
248-558.000-727.000	OFFICE SUPPLIES	1,627.72	1,800.00	355.25	19.74
248-558.000-801.000	CONTRACTUAL & PROFESSIONAL SEV	1,556.11	1,000.00	210.90	21.09
248-558.000-851.000	TELEPHONE	900.00	900.00	430.00	47.78
248-558.000-860.000	TRANSPORTATION AND TRAINING	1,925.00	2,300.00	2,113.85	91.91
248-558.000-954.000	INSURANCE	5,286.26	6,000.00	5,746.99	95.78
248-558.000-980.700	CAPITAL OUTLAY - THEATRE	70,000.00	185,000.00	0.00	0.00
Total Dept 558.000 - ADMINISTRATIVE		227,958.23	289,530.00	39,047.95	13.49
<b>Department: 600.000 DOWNTOWN MAINTENANCE</b>					
248-600.000-740.000	OPERATING SUPPLIES	3,826.87	7,000.00	63.26	0.90
248-600.000-920.000	PUBLIC UTILITIES	8,607.82	8,700.00	2,689.09	30.91
Total Dept 600.000 - DOWNTOWN MAINTENANCE		12,434.69	15,700.00	2,752.35	17.53
<b>Department: 610.000 DDA DEVELOPMENT</b>					
248-610.000-801.000	CONTRACTUAL & PROFESSIONAL SEV	19,679.52	20,000.00	2,075.00	10.38
248-610.000-972.000	PROMOTIONS AND FIREWORKS	1,371.50	5,000.00	340.00	6.80
248-610.000-972.000-248.001	PROMOTIONS AND FIREWORKS	14,000.00	15,000.00	0.00	0.00
Total Dept 610.000 - DDA DEVELOPMENT		35,051.02	40,000.00	2,415.00	6.04
Expenditures		275,443.94	345,230.00	44,215.30	12.81
<b>Fund 248 - DOWNTOWN DEVELOPMENT OPERATING:</b>					
TOTAL REVENUES		268,958.01	313,000.00	49,985.95	15.97
TOTAL EXPENDITURES		275,443.94	345,230.00	44,215.30	12.81
NET OF REVENUES & EXPENDITURES:		(6,485.93)	(32,230.00)	5,770.65	

DDA REPORT GL FOR CITY OF IONIA  
Balance As of 11/30/2025

GL Number	Description	End Balance 06/30/2025	25-26 Amended Budget	YTD Balance 11/30/2025	% Bdgt Used
<b>Fund: 250 THEATRE FUND</b>					
<b>Account Category: Revenues</b>					
<b>Department: 000.000</b>					
250-000.000-633.000	MOVIE ADMISSIONS	88,103.00	85,000.00	22,676.00	26.68
250-000.000-634.000	MOVIE CONCESSIONS	126,406.35	115,000.00	31,104.65	27.05
250-000.000-635.000	LIVE ENTERTAINMENT REVENUE	297.98	2,000.00	925.00	46.25
250-000.000-639.000	THEATRE RENTAL	7,805.00	5,000.00	(300.00)	(6.00)
250-000.000-640.000	ADVERTISING REVENUES	5,555.88	6,000.00	1,254.23	20.90
250-000.000-665.000	INTEREST	(720.73)	100.00	(286.32)	(286.32)
250-000.000-675.000	GIFTS DONATIONS	7,664.76	4,000.00	394.86	9.87
250-000.000-688.000	OTHER REVENUE	2,639.00	3,000.00	187.25	6.24
250-000.000-699.248	CONTRIBUTION FROM DDA	70,000.00	185,000.00	0.00	0.00
Total Dept 000.000		307,751.24	405,100.00	55,955.67	13.81
Revenues		307,751.24	405,100.00	55,955.67	13.81
<b>Account Category: Expenditures</b>					
<b>Department: 442.000 OPERATIONS</b>					
250-442.000-702.000	SALARY & WAGES	106,271.63	106,000.00	32,552.65	30.71
250-442.000-710.000	PAYROLL TAXES & FRINGE BENEFIT	8,738.71	12,000.00	3,693.37	30.78
250-442.000-727.000	OFFICE SUPPLIES	1,113.68	900.00	146.45	16.27
250-442.000-728.000	POSTAGE	21.44	100.00	0.00	0.00
250-442.000-729.000	CREDIT CARD FEES	4,998.49	5,000.00	2,373.48	47.47
250-442.000-732.000	LIVE ENTERTAINMENT EXPENSE	0.00	0.00	1,083.45	100.00
250-442.000-740.000	OPERATING SUPPLIES	745.85	2,000.00	560.85	28.04
250-442.000-801.000	CONTRACTUAL & PROFESSIONAL SEV	13,884.02	16,000.00	6,760.55	42.25
250-442.000-804.000	FILM EXPENSE	54,668.03	45,000.00	12,896.34	28.66
250-442.000-805.000	CONCESSION EXPENSE	38,725.49	42,000.00	10,924.97	26.01
250-442.000-851.000	TELEPHONE	1,020.00	1,100.00	315.00	28.64
250-442.000-861.000	MEMBERSHIP AND DUES	500.00	750.00	0.00	0.00
250-442.000-862.000	SUBSCRIPTIONS	222.50	500.00	149.99	30.00
250-442.000-920.000	PUBLIC UTILITIES	36,083.05	35,000.00	8,503.70	24.30
250-442.000-931.000	BUILDING REPAIR & MAINTENANCE	19,243.22	20,000.00	8,435.84	42.18
250-442.000-956.001	SALES TAX	6,693.76	6,000.00	1,704.77	28.41
250-442.000-962.200	ADVERTISING - PROMOTION	7,697.85	4,500.00	433.64	9.64
250-442.000-968.000	DEPRECIATION	25,399.10	0.00	0.00	0.00
250-442.000-980.000	CAPITAL OUTLAY	0.00	185,000.00	0.00	0.00
Total Dept 442.000 - OPERATIONS		326,026.82	481,850.00	90,535.05	18.79
Expenditures		326,026.82	481,850.00	90,535.05	18.79
<b>Fund 250 - THEATRE FUND:</b>					
TOTAL REVENUES		307,751.24	405,100.00	55,955.67	13.81
TOTAL EXPENDITURES		326,026.82	481,850.00	90,535.05	18.79
NET OF REVENUES & EXPENDITURES:		(18,275.58)	(76,750.00)	(34,579.38)	
<b>Report Totals:</b>					
TOTAL REVENUES - ALL FUNDS		576,709.25	718,100.00	105,941.62	14.75
TOTAL EXPENDITURES - ALL FUNDS		601,470.76	827,080.00	134,750.35	16.29
NET OF REVENUES & EXPENDITURES:		(24,761.51)	(108,980.00)	(28,808.73)	



**CITY OF IONIA**  
**PLANNING COMMISSION**  
**REGULAR MEETING MINUTES**  
**4:30 PM, Wednesday, January 14, 2026**  
**IONIA CITY HALL - COUNCIL CHAMBERS**

**I. CALL TO ORDER**

Assistant City Manager Bowman called the January 14, 2026, regular meeting of the City of Ionia Planning Commission to order at 4:30 PM.

**II. OATH OF OFFICE**

Assistant City Manager Bowman administered the oath of office to Commissioners Keturah Kelley and Judy Swartz for reappointed 3-year terms on the Planning Commission.

**III. ROLL CALL**

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

**IV. ELECTION OF OFFICERS**

**(IV.1.) Chairperson**

Assistant City Manager Bowman requested nominations for Chairperson.

Planning Commissioner Kelley made a motion, seconded by Planning Commissioner Donaldson, to nominate and elect Logan Bailey as Chairperson.

**MOTION CARRIED BY VOICE VOTE.**

**(IV.2.) Vice-Chairperson**

Assistant City Manager Bowman requested nominations for Vice-Chairperson.

Planning Commissioner Donaldson made a motion, seconded by Planning Commissioner Gregory, to nominate and elect Keturah Kelley as Vice-Chairperson.

**MOTION CARRIED BY VOICE VOTE.**

**(IV.3.) Secretary**

Vice-Chairperson Kelley requested nominations for Secretary.

Planning Commissioner Gregory made a motion, seconded by Planning Commissioner Donaldson, to nominate and elect Judy Swartz as Secretary.

**MOTION CARRIED BY VOICE VOTE.**

**V. APPROVAL OF AGENDA**

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

**MOTION CARRIED BY VOICE VOTE.**

## **VI. APPROVAL OF MINUTES**

### **(VI.1.) November 12, 2025 – Regular Meeting**

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

**MOTION CARRIED BY VOICE VOTE.**

## **VII. PUBLIC COMMENTS**

None.

## **VIII. PUBLIC HEARINGS AND ASSOCIATED ACTION**

None.

## **IX. OLD BUSINESS**

### **(IX.1.) Upcoming MSU Extension Training**

Assistant City Manager Bowman reminded the Commission of an upcoming MSU Extension training being hosted at Ionia City Hall on February 10 for Planning Commissioners and people interested in local zoning.

## **X. NEW BUSINESS**

### **(X.1.) 2026 Meeting Schedule**

Assistant City Manager Bowman presented the 2026 meeting schedule, as approved by City Council at their December meeting.

### **(X.2.) 2025 Planning Commission Annual Report**

Assistant City Manager Bowman presented a draft 2025 Planning Commission Annual report and requested input. The report highlighted action taken by Planning Commission and the Zoning Board of Appeals over the previous year, as well as data related to code enforcement, permits, and rental inspections. Code Enforcement Officer Warren Conley addressed the Commission on his enforcement activities from the past year. Public Safety Director McDiarmid spoke on behalf of Rental Inspector Dan Davis' positive start at inspecting rental properties.

The Commission asked a few questions about the report.

Planning Commissioner Perry made a motion, seconded by Planning Commissioner Swartz, to approve the 2025 Planning Commission Annual Report, as presented, and submit to City Council.

**MOTION CARRIED BY VOICE VOTE.**

**(X.3.) 113 S. Depot Street - Site Plan and Special Land Use Application**

Assistant City Manager Bowman introduced the redevelopment project at 113 S. Depot Street for a commercial space, ground floor residential unit, and three upper floor residential units.

Architect Code Newman from Driven Design Studio spoke on behalf of the applicant explaining the project details. Following the explanation, Planning Consultant Kotrba discussed the zoning requirements.

The Commission asked several questions related to parking, sound proofing, and anticipated commercial operations.

Planning Commissioner Lee made a motion, seconded by Planning Commissioner Gregory, to schedule a public hearing for 4:30 PM, Wednesday, February 11, 2026, at City Hall to hear comments on the Site Plan and Special Land Use Application and conduct a final review of the application.

**MOTION CARRIED BY VOICE VOTE.**

**(X.4.) Austin Pines Planned Unit Development Amendment**

Mike West, representing Allen Edwin Homes, presented a preliminary site plan for 80 new residential units within the Austin Pines Planned Unit Development (PUD) District.

Assistant City Manager Bowman provided background information related to the original approved plans from 2004 and recent conversations with Allen Edwin and the adjacent property owner. Planning Consultant Kotrba described the drafted ordinance amendment to facilitate the new development referenced as "Austin Pines West." Bowman noted that the City Attorney had concerns related to the format of the PUD amendment and encouraged changes to clarify the separate provisions of the original development and new phases.

General feedback on the design was provided by the Commission along with several questions related to traffic and future phases. A consensus was reached that additional information was needed and work between City staff and Allen Edwin Homes to be able to act on the request.

Planning Commissioner Donaldson made a motion, seconded by Planning Commissioner Perry, to table the request while staff work with the applicant to clarify details about the project.

**MOTION CARRIED BY VOICE VOTE.**

**XI. COMMISSIONER COMMENTS**

**Keturah Kelley:** (1) Wished everyone a belated Happy Holidays; (2) Commented on her excitement for the upcoming MSU Extension training.

**Judy Swartz:** Indicated appreciation for the annual report as a reminder of what was accomplished in the past year.

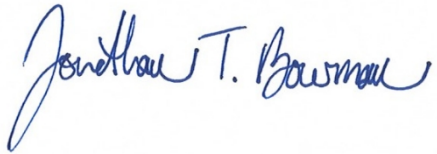
**XII. ADJOURNMENT**

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

**MOTION CARRIED BY VOICE VOTE.**

The meeting was adjourned at 5:45 PM.

Respectfully Submitted,

A handwritten signature in blue ink that reads "Jonathan T. Bowman". The signature is written in a cursive style with a large initial 'J'.

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

**CITY OF IONIA**  
**Ad-Hoc Ionia Theatre Committee**  
**January 27, 2026**  
**Regular Meeting Minutes**

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**CALL TO ORDER**

Mayor John Milewski called the meeting of the Ad-Hoc Ionia Theatre Committee for January 27, 2026 to order at 5:03 PM.

**ROLL CALL**

Present: Janet Balice, Mike Clark, Rich Starr, Cassie Rice, Mayor John Milewski, Jani Millard (for Tom Millard), Jonathan Bowman, and Precia Garland  
Absent: Ashley Brownell, Jim Killion, and Karlee Bailey

**APPROVAL OF AGENDA**

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

**APPROVAL OF MINUTES**

It was moved by Starr 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 FY25-26 through December 31, 2025. Garland noted that revenues totaling \$82,330.91 had been received to date and expenditures totaling \$122,203.80 had been incurred to date, for an operating gap of \$40,372.89. At this point, 50% of the fiscal year has been completed with 20.32% of revenues collected and 25.47% of expenditures incurred, compared to budget.

A \$3,600 grant from the PFCU Foundation was recently received and will be used to purchase curtains and lights.

**DISCUSSION & ACTION ITEMS**

2026 Fundraising Activities/Events – Garland indicated the agenda had been limited intentionally to the topic of fundraising because the theatre’s financial situation necessitates it. While numerous fundraising ideas have been discussed, no action has been taken to date to implement a fundraising event. Planning must now focus on fundraising activities.

Millard stated that Caitlyn Cusack has expressed interest in performing at the theatre as part of a future fundraiser event. After extensive discussion, it was agreed that a date in late April should be discussed with Caitlyn to provide enough organizational time to further develop and promote the event. Millard will immediately contact Caitlyn to see if either of the April dates (23 and 30) will work. Emphasis will be placed on keeping our costs low for musical performers (\$500 or less) and seeking fundraiser sponsors so that ticket sales and other potential fundraiser activities (i.e., raffles)

will maximize fundraising proceeds. It was suggested tickets sell for \$20 each and businesses could be asked to purchase several each to maximize sales.

Cassie will follow up regarding a lead she has for a warm-up band. **Because city staff does not have the capacity to carry out all the leg-work required for fundraiser organizing, it will be necessary for committee members to initiate and respond to requests for assistance during the brief planning period.**

**GOOD OF THE ORDER/COMMITTEE MEMBER COMMENTS** – Several other fundraiser opportunity ideas were mentioned for the fall, including a Haunted Theatre/Paranormal Experience event and a showing of the Rocky Horror Picture Show. Merch sales were also suggested.

### **ADJOURNMENT**

The meeting was adjourned by Mayor Milewski at 6:19 PM. Next meeting: **February 24, 2026 at 5:00 PM**, Ionia City Hall.

Respectfully Submitted,

Precia Garland  
City Manager

# EXPENDITURES

**PERIOD:** Dec 26th through Jan 25th

**DATE:** 1/26/2026

ACCOUNT	Description	12/31/2025	1/14/2026		HANDCHECKS	Total
	PAYROLL	\$ 179,388.21	\$ 191,576.98			\$ 370,965.19
	CITY'S SHARE OF FICA	\$ 13,699.29	\$ 14,078.12			\$ 27,777.41
	PAYROLL TOTAL	\$ 193,087.50	\$ 205,655.10	\$ -		\$ 398,742.60
ACCOUNT	Description	1/8/2026	1/22/2026		HANDCHECKS	Total
101	GENERAL FUND	\$ 180,047.87	\$ 211,105.59			\$ 391,153.46
202	MAJOR STREET	\$ 69.41	\$ 11,284.19			\$ 11,353.60
203	LOCAL STREET	\$ 192.00	\$ 5,441.09			\$ 5,633.09
228	SOLID WASTE	\$ 1,289.01	\$ 36,962.55			\$ 38,251.56
239	PARKS-FACILITIES IMPROVEMENT		\$ 549.00			
245	INDUSTRIAL PARK					\$ -
249	RECREATION	\$ 5,072.31	\$ 596.43			\$ 5,668.74
265	DRUG FORFEITURE					\$ -
266	PUBLIC SAFETY DONATIONS					\$ -
406	SIDEWALK					\$ -
412	ENVIRONMENTAL RESPONSE		\$ 1,422.50			\$ 1,422.50
420	CAPITAL PROJECTS					\$ -
588	DIAL-A-RIDE	\$ 48,439.58	\$ 5,145.87			\$ 53,585.45
590	SEWER	\$ 9,861.61	\$ 1,503.71			\$ 11,365.32
591	WATER	\$ 27,526.64	\$ 61,338.99			\$ 88,865.63
598	IRUA	\$ 76,758.35	\$ 74,714.42			\$ 151,472.77
661	CENTRAL GARAGE (DPW)	\$ 6,990.80	\$ 4,297.26			\$ 11,288.06
701	CURRENT TAXES	\$ 231,404.85				\$ 231,404.85
703	PAYROLL CLEARING					\$ -
TOTAL CITY OF IONIA:		\$ 587,652.43	\$ 414,361.60	\$ -	\$ -	\$ 1,002,014.03
248	DDA	\$ 1,282.27	\$ 839.96			\$ 2,122.23
250	THEATRE	\$ 12,710.69	\$ 9,418.27			\$ 22,128.96
TOTAL DDA & THEATRE:		\$ 13,992.96	\$ 10,258.23	\$ -	\$ -	\$ 24,251.19
TOTAL OF CHECKS		\$ 601,645.39	\$ 424,619.83	\$ -	\$ -	\$ 1,026,265.22

## CHECKS OVER \$25,000

DATE	NAME	DESCRIPTON		TYPE	AMOUNT
1/8/2026	BERLIN TWP	SEWER CHG REIMBURSED -U OF I		AP	\$25,978.70
1/8/2026	CONSUMERS ENERGY	ENERGY SERVICES		AP	\$51,394.56
1/8/2026	EASTON TWP	REVENUE SHARING OCT 25		AP	\$61,463.28
1/22/2026	FISHBECK	WWTP IMPRO/GIS/ST WORK		AP	\$77,647.99
1/22/2026	MI MUNICIPAL RISK MGMT AUTHORIT	IRUA INSURANCE		AP	\$32,174.00
1/22/2026	PRIORITY HEALTH	JAN 26 & FEB 26 PREMIUMS		AP	\$124,753.34
1/22/2026	STATE OF MICHIGAN	DEC 25 SALES TAX/WITHHOLDING		AP	\$26,202.93
1/22/2026	GRANGER	CONTAINERS/BAG TAGS DEC 25		AP	\$36,962.55
1/8/2026	IONIA COUNTY TREASURER	TAX DISBURSEMENT		TAX	\$173,777.33



## **Ionia Downtown Development Authority Director's Report January 2026**

### **Economic Development & Business Engagement**

- Provided ongoing support and information to encourage investment, occupancy, and improvement within the district.
- Monitoring of district maintenance needs and reporting of concerns as they arise
- Grant research and funding opportunity review for potential downtown improvements

### **Special Events & Community Programming**

- Support provided to local events and partner organizations to encourage downtown activity
- Outreach to last year's events to determine annual calendar
- Collaboration with the Ionia Theatre on community programming, special events, and opportunities that support downtown vitality.

### **Meetings, Seminars & Professional Engagement**

#### **Boards, Committees & Partnerships**

- Attended and contributed to meetings with:
  - City Council
  - Department Heads
  - DDA Board of Directors
  - City Manager connection
  - Ionia Business & Professional Women (IBPW)

\* Utilized scheduled time off around the holidays and in January; limited activity occurred during this period, with priority items monitored and addressed as needed.

Respectfully submitted,

Cassie Rice, Ionia DDA and Theatre Director



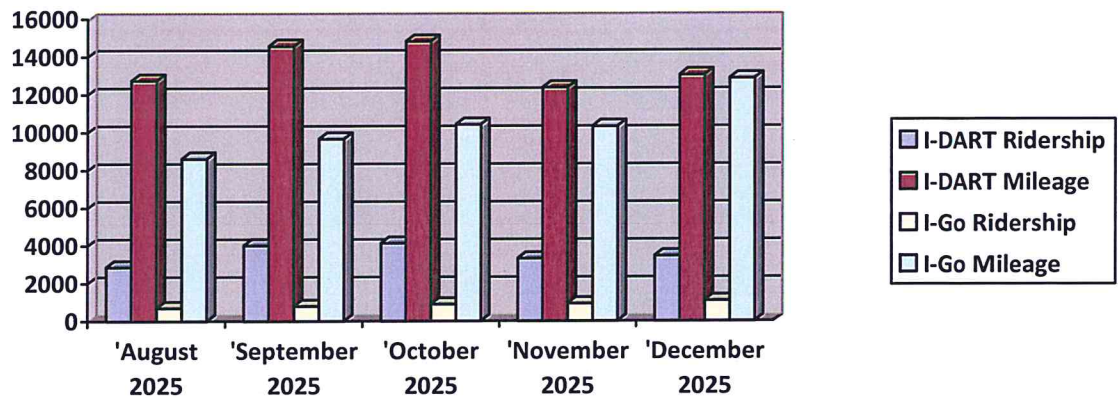
# CITY OF IONIA

## Dial-A-Ride

### Monthly Update January 2026

#### Operations

- Ionia Dial-A-Ride provided 181 lift equipped services for individuals with disabilities from December 1-30, 2025.
- Ionia Dial-A-Ride provided 3,463 passenger trips and our vehicles logged 13,044 revenue miles from December 1-30, 2025.

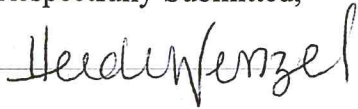


- I-Go provided 1,086 passenger trips from December 1 – 30, 2025.
- We are currently transporting 50+ riders one/both ways for school purposes.
- The Saranac expansion has been going well and ridership is strong. In December there were 94 trips to and/or from Saranac. We have multiple people using it to get to work, school, appointments, and shopping.
- Bi-weekly meetings with KFH Group for the COS and TDP Planning process have continued. The lead on the project has sent over the preliminary TDP and COS for review by the Advisory Committee. We will be looking to complete both plans & present them for council approval at the April 2026 meeting.
- The new mobility manager has been settling into her role well meeting with community partners and assisting riders with travel training and booking rides.
- The annual application process is wrapping up with a due date February 16<sup>th</sup>. MDOT OPT has informed agencies that there is additional State funding available for capital projects with buses and bus facilities being their priority.

- The two new buses have been ordered through the State Contract with Hoekstra. The last updated estimate of production time was 4-6 months. Once our buses are in production we will receive a better estimate of delivery date.
- Through MDOT's Advancing Rural Mobility Program we are working to be a part of the MiTripPlanner. This site offers riders the ability to plan a trip by providing all the demand response service options in one location. Being a part of the MiTripPlanner will increase rider access to our services and increase visibility to the public that may not be aware of all the transit options we provide.

Respectfully Submitted,

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Heidi Wenzel



January Report  
Ionia Parks and Recreation



*Programs*

- Tae Kwon Do: Classes are weekly on Tuesdays from 6:15-8:00 PM and Saturdays from 1-3pm. Cost is \$25 per month per student. Classes are instructed by Pat Ramos. Current number of students is 19.
- 1st-4th Grade Basketball: There are 96 boy and girl participants. There are 6 co-ed teams in 1st and 2nd grade division and 4 co-ed teams in the 3rd and 4th grade division. Practices are on Saturday mornings at the middle school from 9am-2pm. Games are on Monday and Wednesday evenings at the Armory Gym. Games will be played till February 11<sup>th</sup>.
- March Madness Youth Basketball: Registration is open and ends February 6<sup>th</sup>. Ages 4-9, will take place at Armory Gym. Monday and Wednesdays ages 7,8&9. Tuesday and Thursdays ages 4,5&6. M1 is the sponsor of the program.
- Open Pickleball: Pickleball in the gymnasium Monday, Wednesday and Fridays 9am-12pm. \$5 to play and we are getting 12-16 players per day.
- Youth Tumbling: We have 58 participants. Classes offered are Mommy and Me ages 18month-age 3, Tumbling Tots ages 4-6, and Terrific Tumblers ages 7-9. There will be 3 class session on Monday and 3 class sessions on Wednesdays. Classes will be held in the M1 tumbling center in the Armory basement starting January 5<sup>th</sup>. Classes are instructed by Alana Moser. This will be her second session of instructing classes for us.

*Armory Rentals*

- Gymnasium: Sundays 9am-12pm, Ionia Travel Baseball, \$100 per visit
- Lions Room: Thursday 1-8, 1-15, 1-22. 11am-1pm, Arch Staffing, \$25 per visit
- Gymnasium: Friday 1-30, from 1 to 3, Ionia County Schools, \$80 paid

*Program Coordinator Position Highlights*

- Working on other sponsorships/relationships
- Supervising and implementing 1-4<sup>th</sup> grade basketball
- Updating website and Facebook for our department
- Planning and putting together information flyers for Spring Soccer

Submitted by,

*Matt Painter*

Director, Parks and Recreation



Corland J McDiarmid  
Director

# IONIA DEPARTMENT OF PUBLIC SAFETY

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



Kevin C. Heinlein  
Deputy Director

January 28, 2026

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

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

- Criminal Sexual Conduct - 1
- Armed Robbery - 1
- Assault - 12
- Home Invasion - 1
- Larceny or Fraud - 23
- Destruction of Property - 1
- Child Abuse - 2
- Resist/Obstruct - 2
- Warrant Arrest / Injunctive Order Violation - 10
- Hit and Run Crash - 5
- License / Registration / Insurance Violation - 7
- Trespassing - 1
- Juvenile Complaint / Curfew - 6
- School Threat Investigation - 3
- K-9 Search / Track - 2
- Animal Complaint / Other - 2
- Mental Health Complaints - 4
- Motor Vehicle Crashes / Driving complaints - 22
- Parking / Abandoned Vehicle - 10
- Civil Complaints - 26
- Death Investigation - 1
- Found Property - 4
- General Assistance - 38

Code Enforcement / Rental Inspections:

- Blight Inspections - 10
- Snow Complaint - 7
- Rental Inspections - 32

There were 21 calls for fire service to this point this month and they are listed below:

- Township Vehicle Crashes – 4
- Vehicle Extrication – 1
- Structure Fires – 2
- Wires Down / Arcing – 2
- False Fire Alarm – 2
- Mutual Aid to Other FD – 2
- Other Non-Fire Related Calls – 2
- Gas Leak – 6
- Medical Emergencies – 85

It has been a cold January this year. It's led to an increase in vehicle crashes and frozen water issues, fortunately nothing major to this point.

This past week IDPS was dispatched to an armed robbery with gunshots fired complaint on Brown Blvd. Suspects had left the area prior to our arrival. We have sought and obtained video surveillance from several area businesses. We were unable to find any evidence that a gun was fired in that area on the night in question. The parties involved have been identified. The suspects reside in Bay City, MI. There is no current threat to our community, despite the social media speculation.

This month we conducted more Medical First Responder training. I've previously noted that it's nice to get these continuing education requirements done when it's cold outside. On the evening of February 4<sup>th</sup>, we will be conducting our annual 4-hour State mandated Hazardous Materials refresher training.

Today (1/28/26) we were dispatched to a roll-over car accident with minor injuries and the occupants trapped in the vehicle. We toned out the call for our paid-on-call firefighters to respond. I was pleased to see both of our new firefighter cadets, Brennen Brownell and Trevor Rickert, respond to help. Brownell and Rickert will be probationary firefighters until they complete their Firefighter 1 and 2 training this fall. They'll respond to the calls primarily to learn, but also to help with non-emergent tasks.

You will find attached a copy of our statistics for the month of December, as well as a list of all Fire, Rescue, and Medical emergency calls for that month. If you have any questions or concerns, please feel free to call, e-mail, or stop by the Department.

Sincerely,

*Corland J McDiarmid*

Corland J McDiarmid  
Director

# Ionia Department of Public Safety

## Monthly Statistics

January 2026

### 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	189
Traffic Related Hours	20
Patrol Time	421
Court & Prosecutor Office	8
M.F.R. Hours	64.5
Non-Criminal	249.5
Report Writing	273
Fleet Manager	0
Fire Service Hours	25
Training Hours	20.5
School Liaison Officer	82.5
D.A.R.E. Hours	0
<b><u>Total Hours:</u></b>	<b>1353</b>
<b><u>Overtime Hours:</u></b>	<b>92</b>
<b><u>Total Arrests:</u></b>	<b>37</b>

### Complaints

Criminal Investigation	230
Patrol Originated	12
Follow-up Complaints	44

### Other Activity

Property Inspections	228
Liquor Inspections	0
Fire Inspections	4

### Moving Violations

Parking Violations	0
Traffic Stops	37
O.W.I. Tickets	0
Hazardous Citations	0
Radar Citations	0
License Violations	0
Equipment Violations	0
Seatbelt Violations	0
Registration Violations	2
Insurance Violations	1
Verbal Warnings	21

### Fire Runs

City of Ionia	14
Ionia Township	6
Easton Township	2
Mutual Aid	0
M.F.R. Runs	89

### **Total Fire/Medical Service Runs:**

111

**Ionian Public Safety- Fire/ Medical Runs**

<b>Number</b>	<b>Date</b>	<b>Time</b>	<b>Street</b>	<b>F/M</b>	<b>Type of Call</b>
1188	12/4/2025	9:01 PM	Whitetail Ct	F	False Alarm
1195	12/6/2025	11:52 PM	E Main St	F	Structure Fire
1198	12/7/2025	9:42 AM	E Main St	F	Structure Fire
1199	12/7/2025	8:26 AM	Bellevue Dr	F	False Alarms
1203	12/8/2025	17:56	E Main St	F	Smoke Investigation
1222	12/15/2025	3:52 AM	Valley View Dr Apt 214	F	Gas Leak
1230	12/17/2025	8:16 AM	King Alley	F	Wires Down/Arcing
1238	12/18/2025	4:29 PM	High Street	F	Gas Leak
1241	12/19/2025	5:57 PM	E Washington St	F	Gas Leak
1266	12/26/2025	11:18 AM	W Main St	F	Gas Leak
1275	12/29/2025	3:25 AM	Prospect St / Johnson St	F	Wires Down/Arcing
1277	12/25/2025	5:27 AM	Rich St	F	False Alarms
1279	12/30/2025	9:51 AM	Lafayette St	F	Wires Down/Arcing
1284	12/31/2025	2:59 PM	E Lincoln Ave / Morse St	F	Accident - Vehicle No Injury
1178	12/2/2025	12:25 AM	Bellevue Dr Apt 7	M	Chest Pain
1181	12/3/2025	2:00 AM	Prospect St Apt D	M	Other Medical
1182	12/3/2025	9:32 PM	E Tuttle Rd	M	Unconscious/Unresponsive
1183	12/3/2025	2:09 PM	E Lincoln Ave	M	Unconscious/Unresponsive
1184	12/3/2025	4:32 PM	N Depot St Apt B5	M	Seizure
1185	12/4/2025	4:26 PM	E Main St Apt 1	M	Difficulty Breathing
1189	12/4/2025	6:40 PM	West Meadows Dr	M	Diabetic
1191	12/6/2025	9:36 AM	N Dexter St Apt 212	M	Other Medical
1194	12/7/2025	1:06 AM	Harrison St	M	Other Medical
1207	12/9/2025	11:08 AM	Union St, Apt 101	M	Other Medical
1214	12/13/2025	3:35 AM	Heartland Blvd Apt 2	M	Falls
1216	12/13/2025	11:48 PM	Forest St	M	Difficulty Breathing
1218	12/14/2025	8:58 AM	Jones St	M	Lift Assist to Life
1219	12/7/2025	10:11 AM	N State St	M	Unconscious/Unresponsive
1223	12/15/2025	5:16 AM	Prospect St	M	Other Medical
1224	12/15/2025	10:18 AM	E Main St	M	Laceration
1227	12/16/2025	11:26 AM	W Main St	M	Seizure
1228	12/16/2025	11:44 AM	Union St	M	Unconscious/Unresponsive
1237	12/18/2025	10:30 AM	Hackett St	M	Other medical
1239	12/19/2025	5:10 PM	Crawford St	M	Assist to life
1240	12/19/2025	8:59 PM	W Washington St Apt A	M	Other Medical
1242	12/20/2025	10:57 AM	Crawford St Apt 16	M	Sick Person
1243	12/20/2025	2:46 PM	E Lincoln Ave	M	Sick Person
1245	12/21/2025	10:07 AM	West Meadows Dr	M	Other Medical
1246	12/21/2025	3:26 PM	Hackett St	M	Other Medical
1247	12/21/2025	7:47 PM	W Lincoln Ave	M	Possible Stroke
1248	12/22/2025	4:11 AM	Heartland Blvd Apt 1	M	Seizure
1249	12/22/2025	6:37 AM	Valley View Dr	M	Abdominal Pain
1251	12/22/2025	8:02 PM	Valley View Dr Apt A	M	Other Medical
1253	12/23/2025	9:37 AM	Bellevue Dr Apt 1	M	Difficulty Breathing

1255	12/22/2025	5:55 PM	Forest Hill St	M	Falls
1256	12/24/2025	3:19 AM	Center St	M	Difficulty Breathing
1257	12/23/2025	5:42 PM	Crawford St Apt 14	M	Difficulty Breathing
1259	12/25/2025	1:51 AM	Jackson St	M	Other Medical
1260	12/25/2025	3:11 PM	Hackett St	M	Possible Drug Overdose
1262	12/25/2025	5:31 PM	Rich St Apt 1	M	Lift Assist to Life
1267	12/26/2025	3:08 AM	Morse St	M	Difficulty Breathing
1268	12/27/2025	11:57 AM	Summit St	M	Pregnancy Related
1269	12/27/2025	5:27 PM	Gregmark Lane	M	Other medical
1270	12/27/2025	8:55 PM	E Lincoln Ave	M	Other Medical
1271	12/28/2025	5:51 PM	Jones St	M	Falls
1276	12/29/2025	6:35 AM	Valley View Dr Apt 118	M	Difficulty Breathing
1278	12/29/2025	7:13 AM	N Jefferson St	M	Other medical
1280	12/30/2025	10:19	Rich St	M	Unconscious/Unresponsive
1282	12/31/2025	10:58 AM	E Washington St	M	Unconscious/Unresponsive
1285	12/31/2025	6:01 PM	King St	M	Other Medical
1286	12/31/2025	8:06 PM	Valley View Dr Apt A3	M	Difficulty Breathing
1287	12/31/2025	11:25 PM	Union St Apt 101	M	Falls

#### Ionia Township- Fire/ Medical Runs

Number	Date	Time	Street	F/M	Type of Call
1186	12/5/2025	1:58 AM	Bates Rd	F	Wires Down/Arcing
1206	12/9/2025	2:47 PM	Bates Rd / E Riverside Dr	F	Accident - Vehicle No Injury
1244	12/20/2025	9:18 PM	E Stage Rd	F	Structure Fire
1252	12/23/2025	6:33 AM	E Parmeter Rd	F	Accident - Vehicle No Injury
1272	12/28/2025	10:39 PM	W Riverside Dr	F	Wires Down/Arcing
1274	12/29/2025	12:19 AM	Bellevue Dr	F	Wires Down/Arcing
1179	12/2/2025	1:26 PM	E Tuttle Rd / Glenn Rd	M	Unconscious/Unresponsive
1180	12/2/2025	10:56 PM	E Tuttle Rd Lot 58	M	Other Medical
1192	12/6/2025	4:30 PM	N State Rd Lot 88	M	Other Medical
1196	12/7/2025	7:41 AM	Quarry Rd Gravel Pit	M	Other Medical
1197	12/7/2025	12:03 PM	E Tuttle Rd Lot 243	M	Unconscious/Unresponsive
1200	12/8/2025	9:19 PM	E Tuttle Rd Lot 234	M	Seizure
1201	12/8/2025	11:25 AM	Edna St	M	Chest Pain
1202	12/8/2025	1:36 PM	E Riverside Dr	M	Other Medical
1204	12/8/2025	9:58 PM	E Riverside Dr	M	Other Medical
1205	12/9/2025	3:17 AM	E Riverside Dr	M	Seizure
1209	12/9/2025	4:46 PM	N State RD Lot 39	M	Other Medical
1212	12/11/2025	6:27 PM	N State St Lot 22	M	Back Pain/Injury
1213	12/12/2025	10:31 AM	E Tuttle Rd lot 46	M	Other Medical
1215	12/13/2025	11:06 AM	E Tuttle Rd Lot 99	M	Unconscious/Unresponsive
1220	12/14/2025	12:53 PM	E Tuttle Rd Lot 243	M	Unconscious/Unresponsive
1221	12/14/2025	8:19 AM	E Main St	M	Falls
1231	12/17/2025	4:40 PM	Horizon Dr	M	Chest Pain
1232	12/17/2025	9:21 PM	W Lincoln Ave Apt B	M	Unconscious/Unresponsive
1233	12/18/2025	4:41 AM	E Bluewater Hwy / Hillcrest Dr	M	Accident - Vehicle No Injury
1234	12/17/2025	1:46 PM	Bellevue Dr	M	Falls

1235	12/17/2025	5:32 PM	E Bluewater Hwy	M	Other Medical
1254	12/23/2025	12:23 PM	Stone Rd	M	General Sickness
1258	12/24/2025	7:24 PM	Prairie Creek Rd	M	Other Medical
1261	12/25/2025	11:55 AM	E Riverside Dr	M	Lift Assist to Life
1264	12/25/2025	9:29 PM	E Washington St	M	Other Medical
1265	12/26/2025	12:29 AM	E Bluewater Hwy	M	Difficulty Breathing
1273	12/28/2025	11:30 PM	E Stage Rd Lot 39	M	Difficulty Breathing
1281	12/31/2025	11:24 PM	Yeomans St lot 163	M	Difficulty Breathing
1288	12/31/2025	5:45 PM	N State Rd Lot 21	M	Lift Assist to Life

**Easton Township- Fire/ Medical Runs**

<b>Number</b>	<b>Date</b>	<b>Time</b>	<b>Street</b>	<b>F/M</b>	<b>Type of Call</b>
1210	12/9/2025	2:49 PM	Yeomans St Lot 49	F	Gas Leak
1229	12/17/2025	3:35 AM	Johnson Rd / Ellison Rd	F	Accident - Vehicle No Injury
1187	12/5/2025	5:23 AM	Yeomans St Lot 13	M	Difficulty Breathing
1190	12/5/2025	10:57 AM	W Bluewater Hwy	M	Abdominal Pain
1193	12/6/2025	10:38 AM	Wall St	M	General Sickness
1208	12/9/2025	2:47 PM	Yeomans St Lot 49	M	Lift Assist to Life
1211	12/11/2025	11:00 AM	Yeomans St, Lot 50	M	General Sickness
1217	12/14/2025	12:37 AM	Yeomans St Lot 112	M	Chest Pain
1225	12/15/2025	4:11 PM	Yeomans St Lot 54	M	Falls
1226	12/15/2025	6:37 PM	Potters Rd	M	Other Medical
1236	12/18/2025	4:35 PM	Dildine Rd	M	Difficulty Breathing
1250	12/19/2025	4:33 PM	Dildine Rd	M	Difficulty Breathing
1263	12/25/2025	8:35 PM	Price St	M	Difficulty Breathing
1283	12/31/2025	2:01 PM	W Bluewater Hwy	M	Falls



# CITY OF IONIA

## *Department of Public Utilities*

*Joe Lafler, Director*

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

January 2026

**Produced 39.6 million gallons of water in December 2025**

**Treated 46.4 million gallons of wastewater in December 2025**

### DPU

- Responded to 82 work orders.
- Performed 38 MISS DIGS.
- Changed, repaired, or installed 29 water meters.
- Performed 13 Cross Connection 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 our CDSMI Interior inspections, which includes 17 additional interior inspections.

### WWTP

- Monthly PFAS, Sulfate and Chloride sampling were completed as required by the NPDES Permit.
- FHC has completed the 2025 WWTP pump improvement project.
- DPU staff have begun preparing for Winter painting projects throughout the WWTP.
- DPU staff and Fishbeck have continued the work on the NPDES permit renewal.
- Northern Boiler is working to retube Boiler #3.
- RS Technical has completed all annual meter calibrations at 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 begun preparing for Winter painting projects at each wellhouse.
- DPU staff have continued to work with Peerless Midwest on our updated SWPP.



## **Department of Public Works**

*Staff; Geoffrey Petersen, Griff Lamphere, Christopher Springsteen,  
Scott Ruehs, Chris White, Chris Perry, Bryan McKendry, Tony Humphreys, Steven Smith*

### **Monthly Report**

January 2026

- Patched potholes
- Plowed and Salted City streets
- Picked up snow in the DDA
- Cleared snow from City sidewalks
- Trimmed City trees
- Cut down City trees
- Repaired old Fashion Street lights (W. Washington, Yeomans & M-66)
- Jetting Berlin sewer system
- Picked up residences Christmas trees from the berm
- Took down all Christmas decorations
- Took down Christmas tree on Main St.
- Repair City street signs and took inventory of signs on hand
- Responded to 7 frozen water meters/ lines on over time.
- Repaired water main breaks on Kaiser St, Main St. and Oakwood Ct.

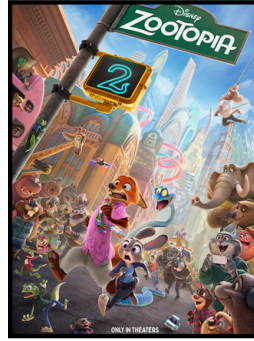
*Respectfully submitted,*

*Geoffrey Petersen, DPW Director*

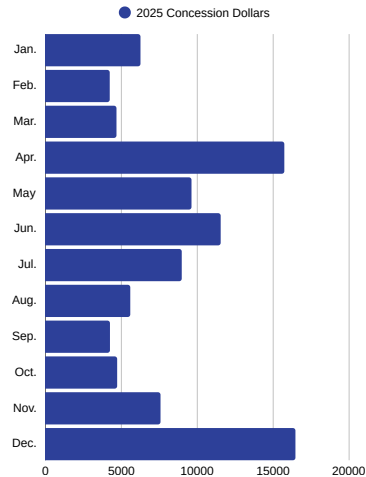
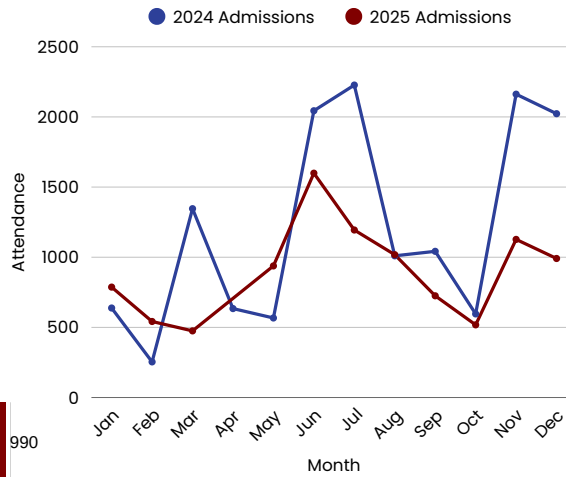
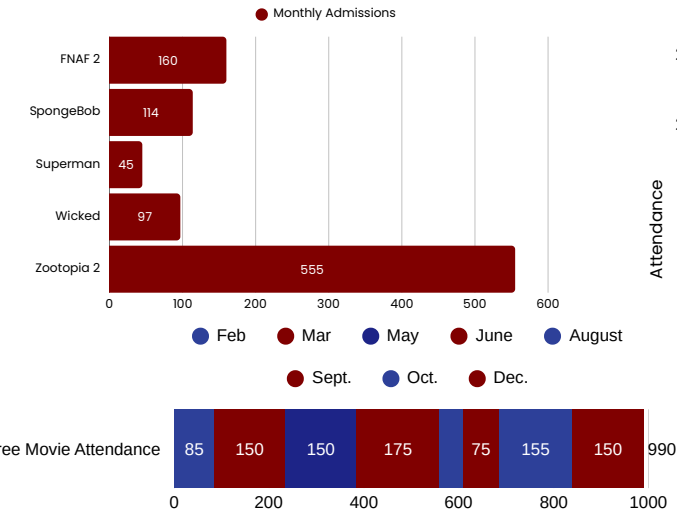
# IONIA THEATRE MONTHLY REPORT



## MOVIES PLAYED IN DECEMBER



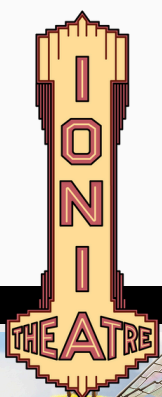
## BY THE NUMBERS...



## UPCOMING @ THE THEATRE

## EVENTS

<b>WEEK OF 1/26</b>	<b>2/2</b>	<b>2/16</b>	<b>2/21</b>	<b>2/25</b>	<b>3/14</b>	<b>3/16</b>	<b>04/02</b>	<b>04/27</b>
Multiple Private School Showings	WION Free Movie	President's Day Free Movie sponsored by Mayor Milewski	State of the City	ICCF Grant Awards	Starfish Monthly Seminar	WION Free Movie	Memorial Private Event	WION Free Movie



# TOP 20 MOVIES PLAYED IN 2025

IONIA THEATRE BOXOFFICE SALES

