

CITY OF IONIA
DOWNTOWN DEVELOPMENT AUTHORITY
REGULAR MEETING AGENDA
8:00 AM, Wednesday, July 15, 2026
IONIA THEATRE

I. Call to Order

II. Roll Call of Members Taryn Altobelli, Precia Garland, John Krueger, Tricia Meyers, Mark Ludema, Zachary Sheehan, Dustin Sommer, Ben Weller, and Ryan Wilson.

III. Public Comments

IV. Consent Agenda

1. To approve the July 15, 2026 meeting agenda.

V. Approval of Minutes

1. To approve the minutes from June 17, 2026 meeting.

VI. Financial Report

1. To accept the Account Payables for the DDA: May 25, 2026 - June 25, 2026 in the amount of \$11,484.16.

To accept the Account Payables for the Theatre: May 25, 2026 - June 25, 2026 in the amount of \$18,778.14.

VII. DDA Director Report

1. Report included in Board Agenda Packet.

VIII. Theatre Report

1. Report included in Board Agenda Packet.

IX. Board Decisions and Action Items

1. Staff Report - Portable Restroom Rental

X. Discussion Items

1. Informational Presentation - Property Assessed Clean Energy (PACE)

XI. Other

XII. Adjournment

The Mission of the Ionia Downtown Development Authority is to champion the revitalization and sustainability of downtown by supporting local businesses, preserving our historic theatre, strengthening our identity, and expanding opportunities for community connection.

CITY OF IONIA
DOWNTOWN DEVELOPMENT AUTHORITY
REGULAR MEETING MINUTES
8:00 AM, Wednesday, June 17, 2026
IONIA THEATRE

I. CALL TO ORDER

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

II. ROLL CALL OF MEMBERS

Roll call revealed a Quorum with Board Members Taryn Altobelli, Precia Garland, John Krueger, Mark Ludema, Tricia Meyers, Zachary Sheehan, Dustin Sommer, Benjamin Weller, Ryan Wilson present.

III. PUBLIC COMMENTS

Director Rice presented the Ionia High School Art Department with an \$800 contribution in recognition of its outstanding partnership and creative efforts on the Bulldogs Unleashed project. The students' artwork played a key role in the success of the initiative, which helped bring public art, community engagement, and increased visitation to downtown Ionia. Danna Fuller was present to accept the contribution on behalf of the Ionia High School Art Department. The Board expressed its appreciation for the students' talent and the department's collaboration in making the project a success.

IV. CONSENT AGENDA

(IV.1.) To approve the June 17, 2026 meeting agenda.

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

MOTION CARRIED BY VOICE VOTE.

V. APPROVAL OF MINUTES

(V.1.) To approve the minutes from May 20, 2026 meeting.

Board Member Sommer made a motion, seconded by Board Member Ludema, to approve the May 20, 2026 meeting minutes as presented.

MOTION CARRIED BY VOICE VOTE.

VI. FINANCIAL REPORT

(VI.1.) To accept the Account Payables for the DDA: April 26, 2026 - May 25, 2026 in the amount of \$3,831.44.

To accept the Account Payable for the DDA: April 26, 2026 - May 25, 2026 in the amount of \$11,358.19.

Board Member Weller made a motion, seconded by Board Member Altobelli to:

To accept the Accounts Payables for the DDA: April 26, 2026 – May 25, 2026 in the amount of \$3,831.44.

To accept the Accounts Payables for the Theatre: April 26, 2026 - May 25, 2026 in the amount of \$11,358.19.

MOTION CARRIED BY VOICE VOTE.

VII. DDA DIRECTOR REPORT

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

Director Rice reported continued business outreach, redevelopment coordination, and downtown marketing efforts, including Bulldogs Unleashed and planning for the Downtown Brick Adventure. Updates were provided on summer event planning, including Pickin' Through Ionia, the City Fireworks Display, and coordination of community events and street closures. Director Rice also reported continued participation in City meetings and collaboration with the Ionia Area Chamber of Commerce and community partners to support downtown development and promotional initiatives.

VIII. THEATRE REPORT

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

Director Rice reviewed the May Theatre Report, highlighting admissions, concession sales, popcorn membership revenue, free movie attendance, and films shown during the month. An update was provided on the Glad All Over/404 Delux Benefit Concert and the growing number of private bookings and community rentals scheduled throughout the summer. Director Rice also highlighted the upcoming release of Toy Story 5 and anticipated increased attendance as part of the theatre's summer programming.

IX. BOARD DECISIONS AND ACTION ITEMS

(IX.1.) Staff Report - 2027 M66 Easements

Board Member Wilson made a motion, seconded by City Manager Garland, to approve granting of the requested drainage and grading easements to the Michigan Department of Transportation (MDOT) and authorize the DDA Secretary to execute the necessary documents on behalf of the

DDA.

MOTION CARRIED BY VOICE VOTE.

(IX.2.) Staff Report - Downtown Brick Adventures

Board Member Wilson made a motion, seconded by Board Member Sheehan, to approve the Downtown Brick Adventure pilot program for the 2026 season and authorize staff to implement the initiative with an initial budget not to exceed \$1,750, using available funds within the 2025-2026 marketing budget.

MOTION CARRIED BY VOICE VOTE.

X. DISCUSSION ITEMS

(X.1.) City of Ionia Fireworks Display

The Board reviewed the annual fireworks display and its long-term sustainability. While the event is highly valued by the community, staff noted rising costs, fundraising demands, and staffing capacity concerns.

The Board discussed several alternatives, including partnering with a nonprofit or private group, forming a volunteer committee, moving to a biennial schedule, incorporating the event into a larger festival, transferring management to another organization, or reallocating funds to support downtown events throughout the year.

No decision was made. The Board will revisit the item and take a formal vote at next month's meeting.

XI. OTHER

No other items discussed.

XII. ADJOURNMENT

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

MOTION CARRIED BY VOICE VOTE.

The meeting was adjourned at 9:06 am.

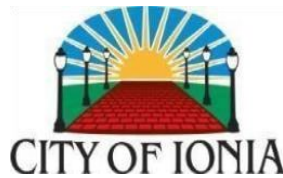
Respectfully Submitted,
Cassie Rice, Recording Secretary
for Taryn Altobelli, Secretary

DDA REPORT GL FOR CITY OF IONIA
Balance As of 06/30/2026

GL Number	Description	End Balance 06/30/2025	25-26 Amended Budget	YTD Balance 06/30/2026	% Bdg Used
Fund: 248 DOWNTOWN DEVELOPMENT OPERATING					
Account Category: Revenues					
Department: 000.000					
248-000.000-415.000	2 MILL LEVY	46,148.09	51,000.00	50,398.21	98.82
248-000.000-569.000	STATE GRANT	0.00	0.00	1,104.07	100.00
248-000.000-655.000	PROMOTIONS AND SPONSORSHIPS	9,604.00	4,000.00	3,590.00	89.75
248-000.000-655.000-248.001	PROMOTIONS AND SPONSORSHIPS	50.00	9,000.00	7,010.00	77.89
248-000.000-665.000	INTEREST	5,484.28	3,500.00	3,886.99	111.06
248-000.000-676.002	Reimbursement for IFF Agreeemnt	7,500.00	0.00	0.00	0.00
248-000.000-688.000	OTHER REVENUE	171.64	2,000.00	2,240.72	112.04
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	319,500.00	68,229.99	21.36
Revenues		268,958.01	319,500.00	68,229.99	21.36
Account Category: Expenditures					
Department: 558.000 ADMINISTRATIVE					
248-558.000-702.000	SALARY & WAGES	103,614.08	73,200.00	46,526.03	63.56
248-558.000-710.000	PAYROLL TAXES & FRINGE BENEFIT	43,049.06	19,330.00	13,362.81	69.13
248-558.000-727.000	OFFICE SUPPLIES	1,627.72	1,800.00	1,138.22	63.23
248-558.000-801.000	CONTRACTUAL & PROFESSIONAL SEV	1,556.11	1,000.00	887.08	88.71
248-558.000-851.000	TELEPHONE	900.00	900.00	900.00	100.00
248-558.000-860.000	TRANSPORTATION AND TRAINING	1,925.00	2,300.00	2,446.55	106.37
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	71,007.68	24.53
Department: 600.000 DOWNTOWN MAINTENANCE					
248-600.000-740.000	OPERATING SUPPLIES	3,826.87	7,000.00	69.61	0.99
248-600.000-920.000	PUBLIC UTILITIES	8,607.82	8,700.00	8,747.26	100.54
Total Dept 600.000 - DOWNTOWN MAINTENANCE		12,434.69	15,700.00	8,816.87	56.16
Department: 610.000 DDA DEVELOPMENT					
248-610.000-801.000	CONTRACTUAL & PROFESSIONAL SEV	19,679.52	20,000.00	8,818.38	44.09
248-610.000-972.000	PROMOTIONS AND FIREWORKS	1,371.50	5,000.00	660.00	13.20
248-610.000-972.000-248.001	PROMOTIONS AND FIREWORKS	14,000.00	15,000.00	14,000.00	93.33
Total Dept 610.000 - DDA DEVELOPMENT		35,051.02	40,000.00	23,478.38	58.70
Expenditures		275,443.94	345,230.00	103,302.93	29.92
Fund 248 - DOWNTOWN DEVELOPMENT OPERATING:					
TOTAL REVENUES		268,958.01	319,500.00	68,229.99	21.36
TOTAL EXPENDITURES		275,443.94	345,230.00	103,302.93	29.92
NET OF REVENUES & EXPENDITURES:		(6,485.93)	(25,730.00)	(35,072.94)	

DDA REPORT GL FOR CITY OF IONIA
Balance As of 06/30/2026

GL Number	Description	End Balance 06/30/2025	25-26 Amended Budget	YTD Balance 06/30/2026	% Bdg Used
Fund: 250 THEATRE FUND					
Account Category: Revenues					
Department: 000.000					
250-000.000-633.000	MOVIE ADMISSIONS	88,103.00	60,000.00	58,696.00	97.83
250-000.000-634.000	MOVIE CONCESSIONS	126,406.35	93,000.00	96,932.15	104.23
250-000.000-635.000	LIVE ENTERTAINMENT REVENUE	297.98	5,000.00	5,455.20	109.10
250-000.000-636.001	PREPAID TICKET SALES	0.00	0.00	465.00	100.00
250-000.000-639.000	THEATRE RENTAL	7,805.00	7,300.00	8,900.00	121.92
250-000.000-640.000	ADVERTISING REVENUES	5,555.88	6,000.00	5,293.98	88.23
250-000.000-665.000	INTEREST	(720.73)	100.00	(1,004.66)	(1,004.66)
250-000.000-675.000	GIFTS DONATIONS	7,664.76	9,500.00	9,874.11	103.94
250-000.000-688.000	OTHER REVENUE	2,639.00	3,000.00	1,618.50	53.95
250-000.000-699.101	CONTRIBUTIONS FROM GENERAL FUN	0.00	20,000.00	20,000.00	100.00
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	388,900.00	206,230.28	53.03
Revenues		307,751.24	388,900.00	206,230.28	53.03
Account Category: Expenditures					
Department: 442.000 OPERATIONS					
250-442.000-702.000	SALARY & WAGES	106,271.63	92,000.00	81,189.48	88.25
250-442.000-710.000	PAYROLL TAXES & FRINGE BENEFIT	8,738.71	15,000.00	12,396.61	82.64
250-442.000-727.000	OFFICE SUPPLIES	1,113.68	900.00	619.52	68.84
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	5,500.00	5,360.25	97.46
250-442.000-732.000	LIVE ENTERTAINMENT EXPENSE	0.00	2,900.00	2,883.45	99.43
250-442.000-740.000	OPERATING SUPPLIES	745.85	1,000.00	831.80	83.18
250-442.000-801.000	CONTRACTUAL & PROFESSIONAL SEV	13,884.02	18,000.00	17,764.49	98.69
250-442.000-804.000	FILM EXPENSE	54,668.03	38,000.00	38,603.18	101.59
250-442.000-805.000	CONCESSION EXPENSE	38,725.49	34,000.00	32,676.14	96.11
250-442.000-851.000	TELEPHONE	1,020.00	1,100.00	525.00	47.73
250-442.000-861.000	MEMBERSHIP AND DUES	500.00	750.00	550.00	73.33
250-442.000-862.000	SUBSCRIPTIONS	222.50	500.00	299.99	60.00
250-442.000-920.000	PUBLIC UTILITIES	36,083.05	35,000.00	36,966.15	105.62
250-442.000-931.000	BUILDING REPAIR & MAINTENANCE	19,243.22	16,000.00	16,044.82	100.28
250-442.000-956.001	SALES TAX	6,693.76	6,000.00	5,341.76	89.03
250-442.000-962.200	ADVERTISING - PROMOTION	7,697.85	4,500.00	3,172.59	70.50
250-442.000-968.000	DEPRECIATION	25,399.10	0.00	0.00	0.00
Total Dept 442.000 - OPERATIONS		326,026.82	271,250.00	255,225.23	94.09
Expenditures		326,026.82	271,250.00	255,225.23	94.09
Fund 250 - THEATRE FUND:					
TOTAL REVENUES		307,751.24	388,900.00	206,230.28	53.03
TOTAL EXPENDITURES		326,026.82	271,250.00	255,225.23	94.09
NET OF REVENUES & EXPENDITURES:		(18,275.58)	117,650.00	(48,994.95)	
Report Totals:					
TOTAL REVENUES - ALL FUNDS		576,709.25	708,400.00	274,460.27	38.74
TOTAL EXPENDITURES - ALL FUNDS		601,470.76	616,480.00	358,528.16	58.16
NET OF REVENUES & EXPENDITURES:		(24,761.51)	91,920.00	(84,067.89)	



Ionia Downtown Development Authority Director's Report July 2026

Economic Development & Business Engagement

- Continued outreach and collaboration with downtown business and property owners regarding redevelopment projects, infrastructure improvements, investment opportunities, and long-term revitalization efforts within the DDA district.
- Received notification that County Seat Brewing was awarded a Match on Main grant, supporting continued investment and business growth in Downtown Ionia.
- Responded to inquiries regarding future façade improvement opportunities and discussed the potential development of DDA incentive programs as Tax Increment Financing (TIF) revenues increase.
- Promoted regional entrepreneurial resources, including the MI Pitch funding opportunity, to encourage business growth and investment.
- Assisted downtown businesses and community partners with event planning, marketing, and strategies to capitalize on increased visitor traffic during the Ionia Free Fair and the summer event season.

Special Events & Community Programming

- Continued development and implementation of the Downtown Brick Adventures community engagement initiative, including program logistics, promotional materials, prize coordination, participant communications, and event planning.
- Coordinated public notifications and communications for downtown events and associated street closures.
- Evaluated logistics and feasibility for prospective community events, including a potential downtown criterium bicycle race and varying Freak Fair activities.

Collaboration, Meetings & Organizational Support

- Participated in regular City Council, Department Head, City Manager, and DDA Board meetings to coordinate projects, provide updates, and advance organizational priorities.
- Continued collaboration with the Ionia Area Chamber of Commerce, local organizations, regional partners, and City staff to support economic development initiatives, strengthen partnerships, and enhance downtown programming and promotion.

Respectfully submitted,

Cassie Rice, Ionia DDA and Theatre Director

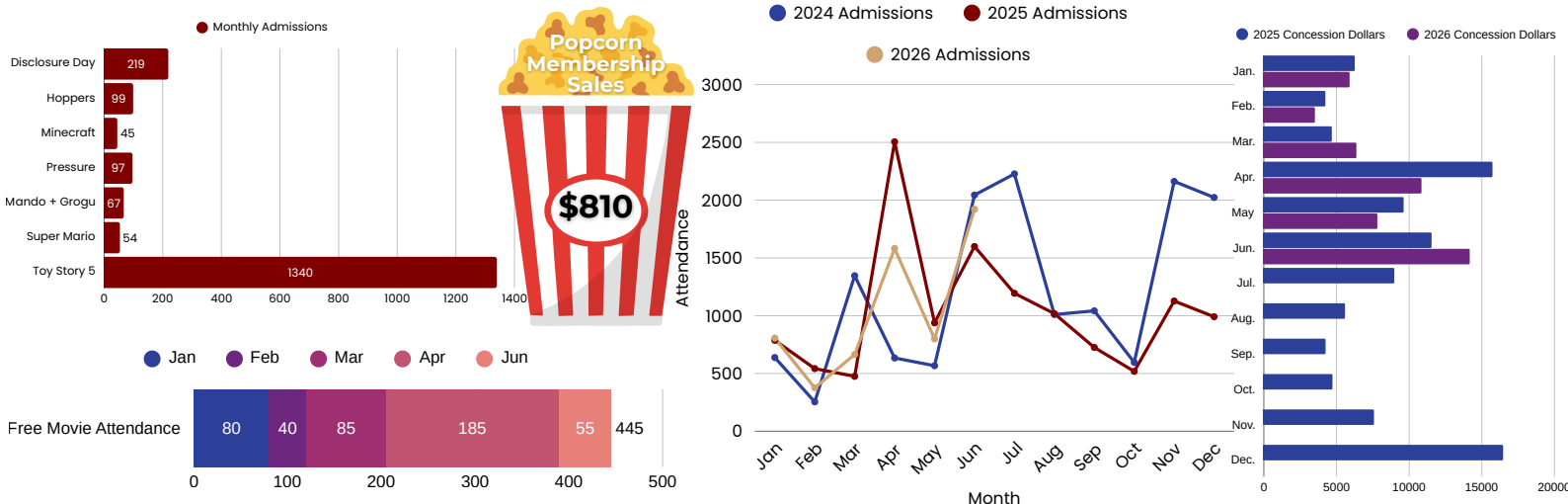
IONIA THEATRE MONTHLY REPORT



MOVIES PLAYED IN JUNE



BY THE NUMBERS...



UPCOMING @ THE THEATRE

07/17 IPR Camp	07/18 IFF Parade	07/24 IPR Camp	07/27 Session 2 - IPR Camp Bingo	07/31 IPR Camp Movie TBD	08/01 I Do Part 2	08/08 ICT Revue	08/09 ETA Jake Slater
							95 Years of Memories Campaign Community members are invited to share their favorite memories, photos, and videos: https://www.cityofionia.org/FormCenter/Ionia-Theatre-11/Ionia-Theatre-Memories-for-95th-Birthday-97
9/8-9/12 Birthday Week	9/11 Next Stop Comedy	9/13 WION FREE MOVIE	10/22 Autumn Celebration	10/23 Potential Metal Concert	10/30-31 Potential Haunted Theatre	11/28 JL Hudson Documentary	



CITY OF IONIA
STAFF REPORT FOR DDA AGENDA ITEM

TO: DDA Board of Directors

FROM: Cassie Rice, DDA Director

DATE: July 15, 2026

RE: Portable Restroom Rental

Background

The Billy Strings Ionia Freak Fair is expected to draw thousands of visitors to the Ionia area on August 28–29, 2026, with expected increased activity in downtown businesses, restaurants, and public spaces before, during, and after the event.

To help meet the anticipated demand for public restroom facilities and support downtown businesses, staff recommends renting portable restrooms for temporary placement at strategic downtown locations. The units would be available from Thursday, August 27, through Sunday, August 30, covering the expected peak visitation period.

Fiscal Impact:

A minimum of 3 requested for 1 location (Steele/Main.) The cost of the portable restroom rental will be paid from the DDA events/promotions budget.

Portable Restroom Costs

Standard Portables: \$130 each

Handicap Portables: \$250 each

Hand Washing Stations: \$160 each with rental of a restroom, \$200 alone

Recommendation

Staff recommends approval of the portable restroom rental for August 27–30, 2026, to enhance the visitor experience, support downtown businesses, and provide additional public amenities during this high-attendance event.

Approval and further planning discussions are requested to proceed with implementation.

Requested Action/Motion:

It is requested the DDA Board of Directors consider making a motion to approve the rental purchase of portable restrooms for the duration of August 27–30 to enhance the visitor experience, support downtown businesses, and provide additional public amenities during this high-attendance event.

Motion By: _____ Seconded By: _____



Property Assessed Clean Energy (PACE)

Mary Freeman, Lean & Green Michigan



1



**Lean & Green
Michigan created
and runs
Michigan's PACE
market**

We pioneered the idea of a uniform statewide PACE market that is privately run, efficient and open to all

Lean & Green Michigan:

Creates and administers the program for each participating local government

Connects commercial property owners, private lenders and local contractors

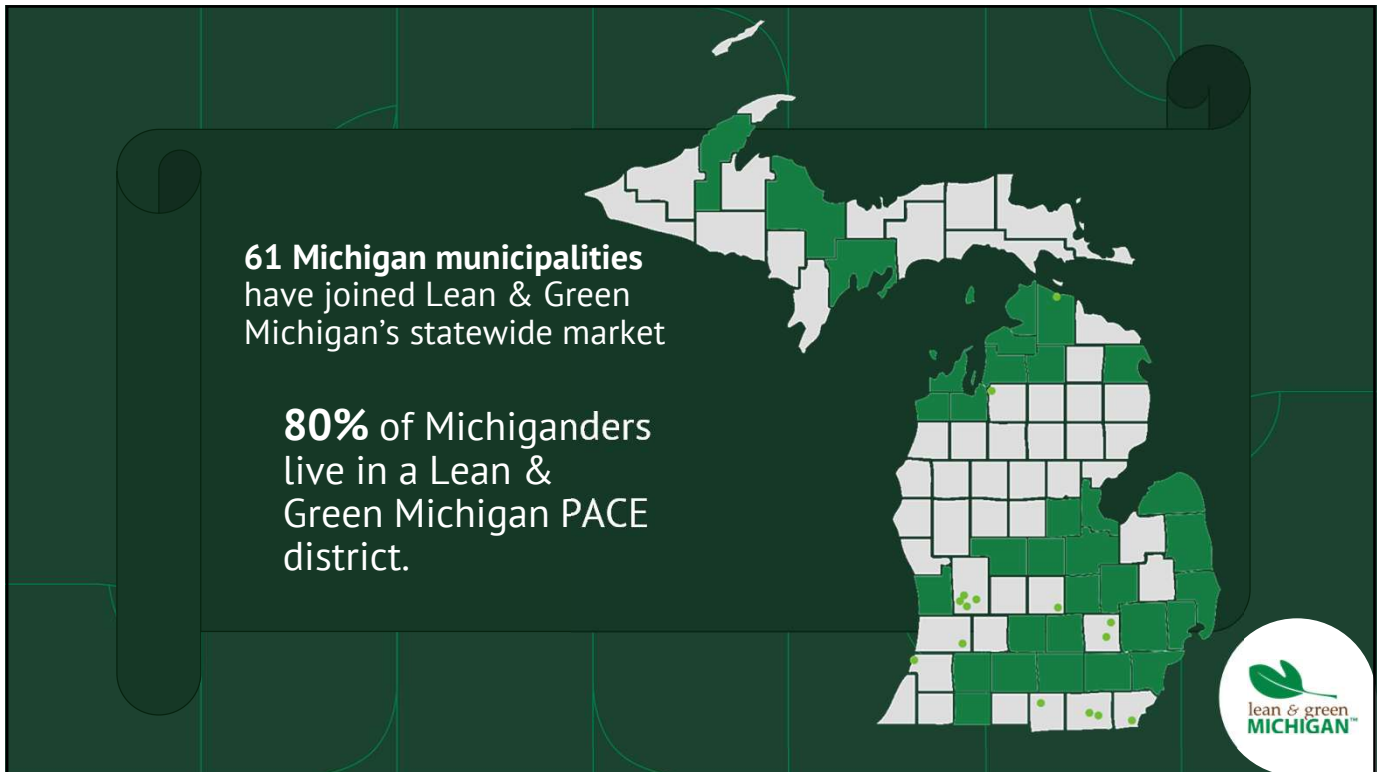
Sees projects through from beginning to end

There is **no cost** to local governments

Earns money only on successfully closed projects - and our **fee is rolled into the loan**



2



3



Eligible Properties

PACE financing in Michigan is limited to **privately owned** industrial, agricultural, or commercial properties.

- Retail
- Office
- Hospitality
- Nonprofits
- Multi-family housing with four or more units
- Senior living facilities
- Mixed-use




4

Benefits of PACE (a true win-win-win!)



Funding Brings in private capital for energy & water efficiency, renewable energy and enviro. hazard mitigation

Fixed Interest Rates Property owners get 100% up-front financing and long-term fixed interest rates (up to 25 yrs)

Lending Security PACE lenders get the security of a property lien created by the special assessment

Property Improvement Helps make property efficient and cost-effective for all situations: retrofits, gut rehabs & new construction

Increased Property Value Results in increased business profitability and property values, as well as improved sustainability of the real estate asset

New High Quality Jobs created for local workers



5

Eligible Improvements



Energy Efficiency: lighting, HVAC, windows, insulation, roofing, caulking, EV charging



Water Efficiency: stormwater recapture, low flow toilets / sinks / shower heads, greywater systems



Renewable Energy: biomass, solar or solar thermal systems, wind energy, geothermal, CHP

Environmental Hazards: mitigation of lead, PFAS and other harmful substances in drinking water and protection against effects of severe weather such as drought and flood



Anaerobic Digester Energy Systems: systems to capture methane gas



6



PACE as Part of a Capital Stack

PACE works in almost any complex capital stack with:

- *Utility Rebates*
- *Traditional Bank Finance*
- *Historic Tax Credits*
- *Brownfield TIF*
- *Solar Tax Credits*
- *USDA-Backed Loans*
- *HUD-Backed Housing*
- *Economic Development Incentives*



7

STATEWIDE MARKET DATA



89
PACE projects financed



\$312 million
Private investment

LEAN & GREEN IMPACT	
kWh of Electricity Savings	716,809,691
Metric Tons of CO2 Savings	1,220,148
Gallons of Water Saved	857,530,252
Money Saved	\$342,000,000
Jobs Created	3,549



8



The Dexter Hotel

Antrim County

\$1,896,000 Financed in PACE



9



Stellar Residence Inn

Grand Traverse County

\$5,307,803 Financed in PACE



10



Family Church Grace Chapel

Ottawa County

\$2,000,000 Financed in PACE



11



The Samaritan Center, Wayne County

Total Savings: \$8,209,250

Energy Conservation Measures:

- HVAC
- LED Lighting
- Water Systems
- Chillers and Boilers
- Elevators

Project Term: 25 years

\$3,268,000 Financed in PACE



12