

OFFICE OF THE CITY ADMINISTRATOR

Subject: Recommendations for the Regular Council Meeting of October 20, 2025

- Item 1 CALL TO ORDER
Prerogative of the Mayor to call this meeting to order.
- Item 2 ROLL CALL
Prerogative of the Mayor to request a Roll Call from the City Clerk.
- Item 3 PLEDGE OF ALLEGIANCE
Prerogative of the Mayor to lead the City Council, Administration, and members of the audience in the Pledge of Allegiance.
- Item 4 RECOGNITION OF COMMISSION MEMBERS
Prerogative of the Mayor to request Commission Members in attendance at tonight's meeting to approach the podium and introduce themselves and the Commission on which they serve.
- Item 5 ACCEPTANCE OF THE AGENDA
Prerogative of the City Council that all items on tonight's agenda be received, placed on file, and taken in order of appearance.
- Item 6 CONSENT AGENDA
All items listed under the consent agenda are considered routine by the Council and will be enacted by one motion and a second. There will be no separate discussion of these items. If discussion of an item is required, it will be removed from the consent agenda and considered. One member may request that an item be removed and no second is required.
- Prerogative of the City Council to approve all items (6A-6E) listed under the consent agenda as presented.
- A. Approval of Minutes**
1. Council 10/06/25
- B. Items Received and Placed on File**
1. Beautification Advisory Commission Minutes 09/10/25
2. Citizens' Recreation Commission Minutes 09/09/25
3. Election Commission Minutes 09/08/25
4. Community Tree Commission Minutes 06/04/25, 09/03/25
5. Letter 10/15/25 - Lynn Aldrich and Christina Pitts

C. Monthly Financial Report

1. September 2025

D. Bids/Proposals/Contracts

1. Request for Extension of 90 Day Period for Chef Mowen, LLC Under Agreement Regarding Issuance, Transfer, or Reclassification of Liquor License
 - a) Letter 09/19/25 - Kelly A. Allen (Adkison, Need, Allen, & Rentrop, PLLC)
 - b) Executed Agreement Regarding Issuance, Transfer, or Reclassification of Liquor License
2. K-9 Officer Compensation
 - a) Memo 10/14/25 - Director of Public Safety Kosanke
 - b) Proposed Memorandum of Agreement
3. Public Act 152 Update
 - a) Memo 10/20/25 - Treasurer/Comptroller Schmidt
 - b) Alternate Plan Option

E. Claims and Accounts

1. Anderson, Eckstein & Westrick, Inc. (AEW) - City Engineers
 - a) Water System CDSMI - Invoice No. 161138 - Proj. No. 0160-0461 - 10/09/25 - \$396.00.
 - b) Torrey Rd. Pump Station Generator - Invoice No. 161139 - Proj. No. 0160-0473 - 10/09/25 - \$1,561.95.
 - c) 2025-2026 GIS Maintenance - Invoice No. 161149 - Proj. No. 0160-0499 - 10/09/25 - \$3,385.26.
 - d) Ghesquiere & Lakefront Park Bldg Renovation - Invoice No. 161160 - Proj. No. 0160-0479 - 10/10/25 - \$666.65.
 - e) Vernier & Mack Ave. Intersection Improvement - Invoice No. 161216 - Proj. No. 0160-0455 - 10/13/25 - \$42,122.75.
 - f) 2025 Miscellaneous Concrete Program - Invoice No. 161217 - Proj. No. 0160-0493 - 10/13/25 - \$6,543.26.
 - g) Wedgewood Resurface (Vernier-Hawthorne) - Invoice No. 161218 - Proj. No. 0160-0496 - 10/13/25 - \$14,322.99.
 - h) 2025-2026 General Engineering - Invoice No. 161220 - Proj. No. 0160-0498 - 10/13/25 - \$5,367.57.
 - i) Wedgewood Rd. Resurfacing - Proj. No. 0160-0496 - Payment Invoice #01 - Al's Asphalt Paving Co. - 10/01/25 - \$79,850.57.
2. York, Dolan & Tomlinson, P.C. - Legal Services - Invoice No. 332 - September 2025 - 10/06/25 - \$1,348.50.

Item 7 COMMUNICATIONS

Item 7A PERSONNEL MATTERS (SUCCESSION PLAN – ADMINISTRATION)

Prerogative of the City Council to concur with City Administrator Schulte's recommendation and approve the succession plan as presented in accordance with his memo dated September 30, 2025; and to approve the Employment Agreement for Sue Como to serve as City Administrator effective January 2, 2026 and authorize the Mayor to sign the agreement.

Item 8 NEW BUSINESS/PUBLIC COMMENT

Prerogative of the Mayor to ask if there is any New Business to come before the City Council from the City Council or Administration; and then, to ask members of the audience if there is any Public Comment to come before the City Council.

*Reiterate the 3-minute time limit and Public Comment Sign-up Sheet.

Item 9 ADJOURNMENT

Upon the conclusion of New Business/Public Comment with no further business to be conducted by the City Council, prerogative of the City Council to motion for adjournment of tonight's meeting.

Respectfully submitted,

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

Frank Schulte
City Administrator