

COUNCIL ADMINISTRATIVE MEMO  
November 25, 2025

OFFICE OF THE CITY MANAGER

**Subject:** **Recommendations for the Rescheduled Council Meeting of December 1, 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-6F) listed under the consent agenda as presented.

**A.    Appointment(s)**

1. **Appointments to Commissions and Boards**
  - a) Memo 11/25/25 - Administrative Clerk Coyle
  - b) Biographical Sketches:
    - 1) Michael Ellis - Planning Commission
    - 2) John Schulte - Planning Commission
    - 3) Jason Gaidis - Citizens' Recreation Commission
    - 4) Ghassan Elian - Construction Board of Appeals
    - 5) Christopher Stump - Board of Review (Alternate)

**B. Approval of Minutes**

1. Council 11/17/25
2. Zoning Board of Appeals 11/17/25

**C. Items Received and Placed on File**

1. Citizens' Recreation Commission 10/14/25 with recommendations\*

\*Recommendation to approve Option 1 of AEW's presentation for new pickleball courts at Ghesquiere Park.

\*Will pilot a Youth Advisory Committee under supervision of the Recreation Commission beginning January 2026.

**D. Financial Report(s)**

1. FYE 2025 Audit Report - Plante Moran
  - a) Letter 11/07/25 - Plante Moran (Grosse Pointe Woods Audit)
  - b) Annual Comprehensive Financial Report FYE, June 30, 2025
  - c) Letter 11/07/25 - Plante Moran (Municipal Court Audit)
  - d) Financial Report (Municipal Court) with Supplementary Information FYE, June 30, 2025

\*Please refer to the 12/01/25 Committee-of-the-Whole agenda item 4A.

**E. Bids/Proposals/Contracts**

1. 2026 Commission Appreciation Reception
  - a) Memo 11/25/25 - Assistant City Manager Como
2. Purchase of Public Safety K9 Vehicle and Equipment - Budget Amendment
  - a) Memo 11/24/25 - Director of Public Safety Kosanke
  - b) Quote 10/14/25 - Berger Chevrolet, Inc.
  - c) Quote 176463 11/17/25 - Canfield Equipment Service, Inc.
  - d) Quote PRLV784 11/20/25 - CDW-G
  - e) Quote 11/21/25 - Majik Graphics
  - f) Quote - Dell Technologies
  - g) Quote 1615119322 11/20/25 - Midwest Public Safety (MPS)
  - h) Quote 3388797 11/14/25 - Motorola Solutions
3. MIDC Grant Agreement FY 2025-2026 and the Grosse Pointe Woods Indigent Defense/Independent Contractor Agreement for the Managed Assigned Counsel Coordinator Serving the 32F Municipal Court Agreement between the City and Michael P. Kavanaugh
  - a) Memo 11/24/25 - Assistant City Manager
  - b) Proposed MIDC Grant Agreement FY 2025-2026
  - c) Proposed Independent Contractor Agreement for the Managed Assigned Counsel Coordinator Serving the 32F Municipal Court
  - d) Certificate of Liability Insurance

**F. Claims and Accounts**

1. Rosati, Schultz, Joppich & Amtsuechler, P.C. - Legal Services - Invoice No. 1084588 - October 2025 - 11/13/25 - \$6,868.80.
2. WCA Assessing - Assessing Services - Invoice No. 111425 - December 2025 - 11/14/25 - \$7,911.08.

Item 7

**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 8

**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,



Frank Schulte  
City Manager