



MCKENNA

HEADQUARTERS  
235 East Main Street  
Suite 105  
Northville, Michigan 48167

O 248.596.0920  
F 248.596.0930  
MCKA.COM

Frank Schulte  
City Administrator  
City of Grosse Pointe Woods  
20025 Mack Plaza  
Grosse Pointe Woods, MI 48236

March 19, 2024  
Invoice No: 21849 - 88

Project 21849 Grosse Pointe Woods Building Services

Professional Services from February 1, 2024 to February 29, 2024

Building Department Services - 85% of Revenue

**Contract Amount**

Number of Permit Revenue 36,235.00  
Fee Each .85  
Total Fee 30,799.75

**Total Fee \$30,799.75**

Vehicle Credit (500.00)  
**Total (\$500.00)**

General Zoning/Administration

General Zoning/Administration professional services.

	Hours	Amount
Assistant Planner	34.25	
	5.00	
<b>Total</b>		0.00

Invoice Total \$30,299.75

**Outstanding Invoices**

Number	Date	Balance
86	1/15/2024	27,904.45
<b>Total</b>		<b>\$27,904.45</b>

*paid 1/23/24  
ck# 68621*

*1023-47745*

*SS 3/20/24*

*101-371-819.000*

*ok FI 3-20-24*

THANK YOU. Please remit to above address and indicate project number on voucher.

RECEIVED

APR 03 2024

CITY OF GROSSE POINTE WOODS  
CLERK'S DEPARTMENT



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March 19, 2024  
Invoice No: 22-064 - 23

RECEIVED

Project 22-064 Grosse Pointe Woods Planning Services  
Professional Services from February 1, 2024 to February 29, 2024

APR 03 2024

CITY OF GROSSE POINTE WOODS  
CLERK'S DEPARTMENT

Professional Hourly Services

	Hours	Rate	Amount
Senior Planner			
	1.00	100.00	100.00
Design annual Planning Program.			
Assistant Planner			
	2.50	85.00	212.50
Address planning questions. Prepare Assistant Planner to cover planning activity for the week of February 12, 2024. Communicate with the Planning Chair regarding the February 20 Planning Commission Meeting.	.50	85.00	42.50
Communicate with the City Attorney regarding Zoning Ordinance Amendments for off-street parking.	.50	85.00	42.50
Meet with City Administration to discuss ongoing planning projects.	7.50	85.00	637.50
Prepare and attend the February 20, 2024 Planning Commission Meeting.	3.50	85.00	297.50
Prepare and modify letter and survey for the Social District. Work with the City Clerk on the zoning ordinance and city code of ordinance amendments.	2.00	85.00	170.00
Revise the Annual Planning Report and prepare the 2024 Work Plan	5.00	85.00	425.00
Prepare the zoning ordinance amendments and packet material for the February 20, 2024 Planning Commission Meeting.	.25	85.00	21.25
Respond to the email regarding site improvements at 19700 Mack Avenue.	.75	85.00	63.75
Update and post February 20, 2024 Planning Commission meeting packets.			

**Total \$2,012.50**

Invoice Total \$2,012.50

Outstanding Invoices

Number	Date	Balance
21	1/15/2024	2,018.75
Total		\$2,018.75

pd 1/23/24  
Ch # 68821

PO 23-47746

101-371-818.000

THANK YOU. Please remit to above address and indicate project number on voucher.

the credit 3/20/24

OK - FS - 3-20-24