



**CITY OF GROSSE POINTE WOODS
MEMORANDUM**

Date: February 14, 2023

To: Mayor and City Council

From: Shawn Murphy, Treasurer/Comptroller
Frank Schulte, City Administrator

Re: Budget Amendment-Building Department

RECEIVED

FEB 16 2023

CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

On August 8, 2022, City Council approved a contract with McKenna Associates, Inc. to provide building department operations effective until June 30, 2023.

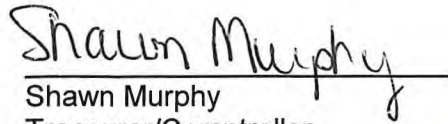
After reviewing the Building Department estimated revenue for fiscal year 2022-2023, it is anticipated that the revenue will exceed what was previously projected. The increase in revenue will require a budget amendment to increase contractual services that are paid to McKenna Associates, Inc., as well as amend line items related to personnel costs.

We respectfully request City Council to approve a budget amendment totaling \$69,130. See below for account detail.

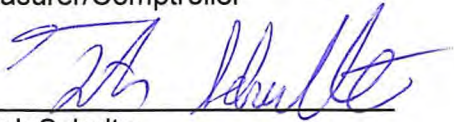
CITY OF GROSSE POINTE WOODS		
BUILDING DEPARTMENT BUDGET AMENDMENT		
ACCOUNT NUMBER	ACCOUNT NAME	INCREASE/(DECREASE)
BUILDING DEPARTMENT REVENUE		
101-000-478.000	BUILDERS LIC/PERM	44,130
101-000-480.000	ELECTRICAL LIC/PERM	10,000
101-000-481.000	PROPERTY MAINTENANCE PERMIT	10,000
101-000-484.000	MECHANICAL PERMIT	5,000
	TOTAL REVENUE INCREASE	69,130
BUILDING DEPARTMENT EXPENSES		
101-371-702.000	SALARIES & WAGES	210
101-371-709.000	OVERTIME	(650)
101-371-715.000	SOCIAL SECURITY	(1,500)
101-371-720.000	LIFE & LTD INSURANCE	75
101-371-757.000	OPERATING SUPPLIES	800
101-371-818.000	CONTRACTUAL	71,750
101-371-958.000	MEMBERSHIP & DUES	(555)
101-371-958.001	TRAINING & SEMINARS	(1,000)
	TOTAL EXPENSE INCREASE	69,130

If you have any questions, please feel free to call me.

Thank you.



Shawn Murphy
Treasurer/Comptroller



Frank Schulte
City Administrator