



COLLIN COUNTY

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DATE: December 7, 2020
TO: Commissioners' Court
FROM: Jason Browning
Fire Marshal/Emergency Manager
RE: CARES funding: City of Blue Ridge

Honorable Court,

The City of Blue Ridge is requesting reimbursement in the amount of \$12,925.66 for expenses the City has incurred as a result of COVID-19. In response to the pandemic the City has made additional expenditures of \$285.66 for sanitization. The city has incurred \$12,640.00 in payroll expenses.

To support social distancing while working remotely the city is also requesting \$7,335.02 to purchase four additional laptops and peripheral items to support staff working remotely.

Three of the laptops will be utilized by administrative staff to ensure payments, complaints and other documents are processed in a timely manner. The other laptop will be used by the Public Works Department to support work orders and other communications for the public.

Due to social distancing requirements and not being allowed to be inside City Hall with other employees, some duties of the Public Works Department involved overtime to accommodate services to the public since the City only has 3 Public Works employees to perform all duties.

I respectfully ask the Commissioners' Court to consider and approve \$ 20,260.68 to the City of Blue Ridge for expenditures incurred as a result of COVID-19 and the purchase of laptops utilizing CARES act funding.