

TOWN OF ORCHID

CARES Act Funding -**\$ 16,871.00**

| Acct. # | <u>Expenses</u> | | |
|---------------------------------|---|-----------|------------------|
| 513.52 | Operating Supplies - cleaning and safety supplies including but not limited to; disinfectant wipes and sprays; glove, face masks that are outside of our normal supplies | \$ | 4,000.00 |
| 513.64 | Machinery and Equipment - Purchase and install a through the wall drop box for contractors to deposit building permits and plans for the building department | \$ | 500.00 |
| 514.31 | Legal Counsel - The Town of Orchid uses contracted legal services. This expense is for legal fee directly related to COVID-19 activities such as but not limited to; Emergency Orders, Resolutions, Reviewing Advertising for conducting meetings through communication media technology, researching Chapter 200 budgeting requirement during the pandemic, etc. | \$ | 10,000.00 |
| 524.31 | Protective Inspections - Because of the closure of Town Hall, the Building Department and the Town's contracted building official have had to redesign the paperwork flow now that the building clerk is working from home and the majority of the work is done digitally. This has required the building official to spend time scanning back and forth documents related to reviewing and processing building permits, plans, inspections, etc. which has never been necessary before. These expenses represent the additional cost to the Town directly related to COVID-19. | \$ | 2,371.00 |
| Total Projected Expenses | | \$ | 16,871.00 |