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**MEMORANDUM**  
**Human Resources**

**To: Thomas Thomas, City Manager**

**Subject: General Liability Claim**

**Date: 4-23-14**

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The General Liability Committee approved a general liability claim for more than \$500.00 for payment.

**Brett Hitchcock:** Mr. Hitchcock owns property at 919 20<sup>th</sup> Street. He reported a sewer back up, it is supported by SAR 67216 as the main was plugged and jetted. Mr. Hitchcock's reimbursement request, \$1,200 is for clean up and decontamination of the basement. It is recommended payment be made to Brett Hitchcock with the necessary budget adjustment in FY 13/14.

**Vendor: Brett Hitchcock**  
**Payment Amount: \$1,200**  
**Account chargeable:**

<b>Fund:</b>	<b>621</b>	<b>Self Insurance</b>
<b>Division:</b>	<b>157133</b>	<b>Insurance</b>
<b>Cost Center:</b>	<b>53602</b>	<b>General Liability</b>
<b>Object Class:</b>	<b>0000000</b>	<b>Insurance Claims</b>

**Requisition number:**

**Submitted by: Patrick Doherty, Risk Manager**  
**John Thorson, Human Resources Director**

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**Approved by: Thomas Thomas, City Manager**