
MEMORANDUM**ADMINISTRATIVE SERVICES DEPARTMENT****To: John C. Phillips, City Manager****Subject: General Liability Claim****Date: 5-18-11**

The General Liability Committee approved one (1) general liability claim for more than \$500.00 for payment.

Sharon Palmer: Claimant experienced a sewer back on 4-9-11 causing sewer to back-up into her basement, damaging the vinyl floor in her basement. The sewer back-up was supported by Daily Work Sheet #105 stating emergency jetting was necessary to unplug line. Ms. Palmer is requesting \$2,371.83 for reimbursement for calling a drain cleaning service and vinyl floor replacement.

Vendor Sharon Palmer:**Payment Amount: \$2,371.83****Account chargeable:**

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

Requisition number: R002231**Submitted by: Patrick Doherty, Risk Manager
John Thorson, Administrative Services Director/Asst. to the City Manager**

Approved by: John C. Phillips, City Manager