



DATE: November 17, 2017

TO: Ken Komiske, Director of Utilities
Jeff Bryant, City Attorney

FROM: Brenda Hall, City Clerk

A handwritten signature in black ink, appearing to read "BH", is written over the name "Brenda Hall" in the "FROM:" field.

SUBJECT: Claim from Dylan Johnson

I am in receipt of a claim from Dylan Johnson in the amount of \$3,611.17 for damages to his vehicle due to his claim that a sanitation truck sideswiped his parked vehicle at 629 Sherwood Drive on October 19, 2017. A copy of the vehicle title has been requested and will be forwarded to your office upon receipt.

Ken, I would appreciate your checking with your staff regarding verification of the problem. Please report your findings by written memorandum to me with a copy to Jeff.

Jeff, if it is determined the City has liability in this matter, please signify by writing a report of your recommendations in order that we may schedule this claim as an agenda item.

BH:smr
attachments

office memorandum