

DATE: May 9, 2014

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

FROM: Brenda Hall, City Clerk



SUBJECT: Claim from Oklahoma Investment Group

I am in receipt of a claim from Oklahoma Investment Group in the amount of \$1,715.55 for reimbursement of plumbing expenses and labor due to their claim that on December 30, 2013, Urban Construction Company damaged their waterline, which flood 1005 East Brooks, Apartment D. Attached is a memo from Charlie Thomas, Capital Projects Engineer, regarding the waterline break and subsequent repairs.

Ken, I would appreciate your checking with your staff regarding verification of the accident. 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

