



DATE: July 3, 2019

TO: Ken Komiske, Director of Utilities  
Kathryn Walker, Interim City Attorney

FROM: Brenda Hall, City Clerk

A handwritten signature in blue ink, appearing to be "BH", is written over the name "Brenda Hall" in the "FROM:" line.

SUBJECT: Claim from Robert D. and Royetta B. Provine

I am in receipt of a claim from Robert D. and Royetta B. Provine in the amount of \$11,507.25 for restoration services, replacement of wood flooring, tile, miscellaneous rugs, drape cleaning expenses, etc., due to their claim that a sewer backup at 201 Olde Brook Court on May 21, 2019, flooded first floor rooms of their home.

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 Kathryn.

Kathryn, 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