



DATE: August 30, 2019

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

FROM: Brenda Hall, City Clerk

SUBJECT: Claim from Kerri Brackin

I am in receipt of a claim from Kerri Brackin from her attorney, J. Scott Henderson, in the amount of \$25,038.70 for damages to flooring, walls, furniture, and other accessories due to her claim that on March 10, 2019, a sewer backup at 3545 Brookford Drive caused excessive damage throughout her residence.

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.

office memorandum