



Staff Report

February 1, 2021 Council Meeting

Draft Resolution 21-001 Designating the City Clerk as the Agent to Receive Claims for Damages

Presenter: Jennifer Gorsuch, Administrative Services Director

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BACKGROUND: Under RCW 4.96, the City must designate an agent to receive tortious claims for damages on behalf of the City. Currently, the Finance Director is that agent. Resolution x was approved in 2001 when the Finance Director served as the City Clerk. Due to the change in where that function resides, this Resolution updates the process for tort claim service.

SUMMARY: Resolution 21-001 designates the City Clerk as the agent to receive claims for damages under RCW 4.96.

EQUITY CONSIDERATIONS:

What are the desired results and outcomes for this agenda item? The desired result is a clear process for service of claims and a designated agent as required by State Law.

What's the data? What does the data tell us? N/A

How have communities been engaged? Are there opportunities to expand engagement? N/A

Who will benefit from, or be burdened by this agenda item? The City will benefit by having the claim served to the City Clerk's office, as that is the appropriate department.

What are the strategies to mitigate any unintended consequences? N/A

Does this agenda item have a differential impact on underserved populations, people living with disabilities, and/or communities of color? Please provide available data to illustrate this impact. N/A

Will this agenda item improve ADA accessibilities for people with disabilities? N/A

What potential hurdles exists in implementing this proposal (include both operational and political)? N/A

How will you ensure accountabilities, communicate, and evaluate results? N/A

How does this item support a comprehensive plan goal, policy or other adopted resolution? N/A

BUDGET IMPACT: No budget impact.

RECOMMENDATION: Staff recommends that Council adopt Resolution 21-001 at the February 16, 2021 Regular Council Meeting.