

## CITY OF COSTA MESA, CALIFORNIA

## COUNCIL POLICY

SUBJECT	POLICY NUMBER	EFFECTIVE DATE	PAGE
LIABILITY CLAIM PROCEDURE	000-3	2/1/92	1 of 1

**PURPOSE**

The purpose of this policy is to provide the authorization of settlement of liability claims under the City's Self-Insured Plan, and to establish consistent guidelines for the settlement of such claims. It is felt that authorization for the settlement of these claims should be on different levels depending upon the amount of the claim.

**POLICY**

1. The City's Risk Manager has authority to settle claims under \$1,000 and provide payment through the Finance Department.
2. It is recommended that claims from \$1,000 to \$5,000 be reviewed and approved by the City's Insurance Committee, consisting of the City Manager, City Attorney, and Finance Director. This Committee would meet as required to approve the payment of these claims.
3. On claims over \$5,000, Council approval would have to be obtained.