



TOWN OF HILLSBOROUGH

PERSONNEL POLICY

POLICY 415

LAST REVISED 12/11/23

SUBJECT: SETTLEMENT AUTHORITY REGARDING CLAIMS AND LITIGATION AGAINST THE TOWN

PURPOSE: To establish authority for settling claims and litigation against the Town.

STATEMENT OF POLICY:

The City Manager, or his or her designee, can accept and/or approve settlements for claims, threatened litigation, or pending litigation where the amount to be paid by the Town does not exceed \$50,000. The City Manager also has authority to reject claims where the amount sought does not exceed \$50,000. The City Manager, with approval by the City Attorney, shall have authority to enter into agreements on behalf of the Town as necessary to effectuate resolution or settlement of any claims, threatened litigation, or pending litigation under the City Manager's authority.

For all other claims and litigation, the City Council shall have the sole authority to accept, approve settlements, or reject claims or other demands.

Staff shall provide a quarterly report of all claims settled or rejected under the City Manager's settlement authority pursuant to this policy.

Prior Versions: 1/5/2005, 7/12/2000