




office memorandum

DATE: November 5, 2024
TO: Clint Mercer, Chief Accountant
FROM: Sarah Encinias, Legal Admin Tech 
SUBJECT: City of Norman Debt Recovery
Incident Report: 24-53157

On July 23, 2024, damage was sustained to a street light pole located at 1009 West Lindsey Street. The driver was identified as J. Tillis and responsible party was identified as I. Nash.

Attached is a check from Key Insurance Company in the total amount of \$19,017.47 to cover damage costs.

Please advise if further information is needed.

Attachment

cc: Scott Sturtz, Interim Director of Public Works
David Riesland, Transportation Engineer
Awet Frezgi, Traffic Engineer
Brian McNabb, Traffic Signal Supervisor
Barbara Andros, Revenue Collection Supervisor
Ryan Riddel, Assistant City Attorney

Date: 10/31/2024

Mail To: City of Norman, OK
PO BOX 370
Norman, OK 73070

Loss Date: 07/23/2024
Check /Draft No: 242400
Amount: \$19,017.47
Coverage: Property Damage
Payee: City of Norman, OK

TO VERIFY AUTHENTICITY, SEE REVERSE SIDE FOR DESCRIPTION OF THE 11 SECURITY FEATURES

Key Insurance Company
Auto Claims Program
P.O. Box 2014
Shawnee Mission, KS 66201
1.866.867.3636

Central Bank of the Midwest
Lee's Summit, Missouri

80-189
1012

Draft # 242400

VOID AFTER 180 DAYS
10/31/2024

PAY EXACTLY

Nineteen Thousand Seventeen Dollars and 47/100

*****\$19,017.47***

PAY TO THE ORDER OF City of Norman, OK