


MEMORANDUM



DATE: August 22, 2025
TO: Clint Mercer, Chief Accountant
FROM: Sarah Encinias, Legal Admin Tech 
SUBJECT: City of Norman Debt Recovery
Restitution for Damage to Police Vehicle

Cleveland County Court has ordered restitution for damage that occurred to a Norman Police Department vehicle where insurance monies could not be collected. This money is then remitted to the City.

Attached is a check for \$300 (warrant #020250811, dated 8/11/2025), issued by the State of Oklahoma, for the incident described below. Please advise if further information is needed regarding this payment.

Vehicle Unit	Incident Date	Court Case	Name	Payment Amount
PD-1134	11/18/24	OJA	(juvenile)	\$ 300.00

Attachment

cc: Kevin Foster, Chief of Police
Chad Vincent, Major, Police Department
Monteshia Brakhage, PD Admin Tech
Mike White, Fleet Program Manager
Mark Delgado, Light Repair Supervisor
Jennell James, Fleet Service Writer
Barbara Andros, Revenue Collection Supervisor
Ryan Riddel, Assistant City Attorney

STATE OF OKLAHOMA

39-85
1030

FUND AGENCY ACCOUNT
2140000 ASA

STATE TREASURY, OKLAHOMA CITY
STATE TREASURER TODD RUSS

WARRANT #
020250811
DATE ISSUED
08/11/25

Claim #

Three hundred and 00/100 Dollars

TO THE STATE TREASURER
PAY TO THE ORDER OF

CITY OF NORMAN
RESTITUTION

*****\$300.00

VOID AFTER 90 DAYS