

MEMORANDUM



DATE: September 25, 2026
TO: Darrel Pyle, City Manager
FROM: Ryan J. Riddel, Assistant City Attorney *RR*
SUBJECT: City of Norman Debt Recovery for Fleet Vehicle Damage

The City of Norman has contracted with Alternative Claims Management (ACM) to collect insurance reimbursement when a City vehicle is damaged by another driver. Attached is a check from ACM, in the total amount of \$25,000, which represents reimbursement from an insurance company for the incident described below. This total equals the insurance policy's maximum coverage amount at the time of the incident.

Please advise if you need additional information.

Vehicle Unit	Incident Date	Insurance Co.	Repair Estimate	Payment Amount
Bus 5-2332	9/17/2025	Gallagher Basset	\$34,030.78	\$25,000.00
PD Report	Insured	Repair Status	Collection Status	
25-69293	OK Schools	Completed	Closed	

Attachments: copy of check from ACM, repair estimate, NPD Incident Report

9-28-26

Date

[Signature]

Signature

☒ APPROVED
☐ DISAPPROVED

By: ☒ Darrel Pyle, City Manager
☐ Shannon Stevenson, Assistant City Manager

To be completed by Legal Dept.:

This memo and check was routed to Clint Mercer, Director of Finance, on *10/1/26*,
with copies to: *KE*

Scott Sturtz, Director of Public Works
Taylor Johnson, Transit and Parking Program Manager
Jason Huff, Transit Planner and Grants Specialist
Mike White, Fleet Program Manager
Jeff Parker, Transit Repair Supervisor
Jennell James, Fleet Service Writer
Jamie Vaughn, Treasury Support Supervisor

PAY TO THE ORDER OF NORMAN POLICE DEPARTMENT

\$ 25000.00

Twenty-Five Thousand and 00/100

DOLLARS

VOID AFTER 90 DAYS



BUS 5-2332
9/17/25