

MEMORANDUM



DATE: October 5, 2026
TO: Clint Mercer, Director of Finance
FROM: Sarah Encinias, Legal Admin Tech *SE*
SUBJECT: City of Norman Debt Recovery
Restitution for Damage to Police Vehicle Unit 1215

The Cleveland County District Court has ordered restitution for damage that occurred to a Norman Police Department vehicle where insurance monies could not be collected. Payments are collected by the District Attorney's Office and are then sent to the City as reimbursement.

Attached are two (2) payments received by the City for the incident described below. Please advise if further information is needed regarding these payments.

Vehicle Unit	Incident Date	Court Case	Name	Total to Finance
PD-1215	4/7/2024	CM-24-732	E. Barnes	\$415.28
		Check Date	Check ID	Payment Amount
		8/11/26	7102593	\$207.64
		9/9/26	7102738	\$207.64

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

Kim Coffinan, Chief Accountant
Karley German, Treasury Support Supervisor
Ryan Riddel, Assistant City Attorney

Cleveland County District Attorney

City of Norman
Type: OD-701

Voucher number: 7102593
Date: 8/11/2026
Amount: **207.64**

Pay
To
The
Order
Of

City of Norman

Exactly two hundred seven dollars and sixty-four cents
For:

City of Norman
201 W. Gray St
Norman, OK 73069

\$207.64

Cleveland County District Attorney

City of Norman
Type: OD-701

Voucher number: 7102738
Date: 9/9/2026
Amount: 207.64

D

Pay
To
The
Order
Of

City of Norman
Exactly two hundred seven dollars and sixty-four cents
For:
City of Norman
201 W. Gray St.
Norman, OK 73069

\$207.64