

MEMORANDUM



DATE: September 25, 2026
TO: Darrel Pyle, City Manager
FROM: Ryan J. Riddel, Assistant City Attorney *ern*
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 \$4,935.35, which represents reimbursement from an insurance company for the incident described below. This payment includes "loss of use" and "diminished value" that was over and above the estimated repair costs.

Please advise if you need additional information.

Vehicle Unit	Incident Date	Insurance Co.	Repair Estimate	This Payment
Bus 5-2304	9/24/2024	Shelter Mutual	\$2,231.68	\$4,935.35
PD Report	Insured	Repair Status	Collection Status	
24-69798	A. Holmes	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: *[initials]*

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

\$ 4935.35

Four Thousand Nine Hundred Thirty-Five and 35/100

DOLLARS

VOID AFTER 90 DAYS



BUS 5-2304
9/24/24