




office memorandum

DATE: January 26, 2024
TO: Clint Mercer, Chief Accountant
FROM: Sarah Encinias, Legal Admin Tech 
SUBJECT: City of Norman Debt Recovery – Damage to Fleet Vehicles

The City of Norman has contracted with Alternative Claims Management (ACM) to provide damage recovery services for the City when a loss is caused by an at-fault party. At-fault parties are automobile drivers who are involved in a collision with a City vehicle and is found to be the cause, or at-fault, of the collision. ACM pursues payment from the at-fault party's insurance company and sends payment to the City.

Attached is check #26054 from ACM in the total amount of \$15,971.65. This payment represents damage reimbursement from insurance companies for the incidents described below.

Please advise if you need additional information regarding this payment.

Vehicle Unit	Date of Incident	Insured	Insurance	Payment Amount
1224	12/19/2022	D. Allen	USAA	\$ 1,561.92
1077	9/29/2023	T. Wallace	State Farm	\$ 737.96
325	10/13/2022	C. Trejo	State Farm	\$ 1,505.00
1189	4/3/2023	H. Fennell	Liberty Mutual	\$ 4,198.53
1052	9/1/2023	C. Canada	State Farm	\$ 1,968.24
34	12/29/2021	M. Moniruzzaman	Mercury	\$ 6,000.00
			Total	\$15,971.65

Attachment

cc: Kevin Foster, Chief of Police
Chad Vincent, Major, Community & Staff Services Bureau
Lisa Tullius, Admin Tech III
Travis King, Fire Chief
Devra Smith, Admin Tech IV
Chris Mattingly, Director of Utilities
Scott Aynes, Utilities Manager
Mike White, Fleet Program Manager
Mark Delgado, Light Repair Supervisor
Jennell James, Fleet Service Writer
Barbara Andros, Revenue Collection Supervisor

Alternative Claims Management
16404 San Pedro Ave
San Antonio, Texas 78232
(210) 340-4400

THE FROST NATIONAL BANK
SAN ANTONIO, TEXAS
30-9/1140

26054

01/17/2024

PAY TO THE
ORDER OF

Norman Police Department

\$

**15,971.65

Fifteen thousand nine hundred seventy-one and 65/100

DOLLARS

PROTECTED AGAINST FRAUD



Norman Police Department
1301 Da Vinci St
Norman, OK 73069 US



Alternative Claims Management

26054

01/17/2024

Norman Police Department

Date
01/16/2024

Type
Bill

Reference
C-20010

Original Amount
15,971.65

Balance Due
15,971.65

Payment
15,971.65
15,971.65

Check Amount

Trust:Frost Client Tr

15,971.65

Alternative Claims Management

26054

01/17/2024

Norman Police Department

Date
01/16/2024

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Bill

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C-20010

Original Amount
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Balance Due
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PAYMENT
RECORD

