




**DATE:** June 27, 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 #9902318951 from ACM in the total amount of \$32,439.57. 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
1166	2/16/2024	A. Grimaldo	Traders Insur.	\$ 11,314.57
1120	5/24/2023	S. Baldwin	Equity Insurance	\$ 21,125.00

*Attachment*

cc: Kevin Foster, Chief of Police  
Chad Vincent, Major, Community & Staff Services Bureau  
Lisa Tullius, Admin Tech III  
Mike White, Fleet Program Manager  
Mark Delgado, Light Repair Supervisor  
Jennell James, Fleet Service Writer  
Barbara Andros, Revenue Collection Supervisor

office memorandum

Remittance Info: Inv C-21822

Alternative Claims Management

JPMorgan Chase Bank, N.A.

9902318951

Verify: 888-237-9615

90-7162/3222

6/18/2024

PAY TO THE ORDER OF NORMAN POLICE DEPARTMENT

\$ 32439.57

Thirty-Two Thousand Four Hundred Thirty-Nine and 57/100

DOLLARS

From: Alternative Claims Management  
Pay To: NORMAN POLICE DEPARTMENT

Date: 6/18/2024  
Check #: 9902318951

Invoice Number	Bill Amount	Bill Payment Amount
C-21822	\$32,439.57	\$32,439.57
Total		\$32,439.57

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