

MEMORANDUM



DATE: April 10, 2026
TO: Clint Mercer, Director of Finance
FROM: Sarah Encinias, Legal Admin Tech 
SUBJECT: City of Norman Debt Recovery – J. Hatleli
Incident Report: 24-63724; PD Unit 1143

On September 1, 2024, a Norman Police Department vehicle (Unit 1143) sustained damage when it was struck by another driver from behind. Insurance coverage was not in place at the time so the driver/responsible party signed an MOU in November 2025, agreeing to repay damage totaling \$3,070 by making monthly payments.

Attached are three (3) money orders totaling \$270, leaving a remaining balance of \$2,375. The payment was submitted to the City Revenue Division.

Please advise if you need additional information regarding this incident.

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

Jamie Vaughn, Treasury Support Supervisor
Ryan Riddel, Assistant City Attorney

POSTAL MONEY ORDER

UNITED STATES POSTAL SERVICE

U.S. Dollars and Cents

\$90.00

Clerk 08

R Hatleli

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