

MEMORANDUM



DATE: May 8, 2026
TO: Clint Mercer, Director of Finance
FROM: Sarah Encinias, Legal Admin Tech. 
SUBJECT: City of Norman Debt Recovery
Incident Report: 26-14095

On February 28, 2026, damage was sustained to a parking lot cement barrier located at 500 Buchanan Avenue. The driver and responsible party was identified as A. Craig.

Attached is a check from Traders Insurance in the total amount of \$2,450 to cover damage costs.

Please advise if further information is needed regarding this incident.

Attachment

cc: Scott Sturtz, Director of Public Works
Taylor Johnson, Transit and Parking Program Manager
Jason Huff, Transit Planner and Grants Specialist
Danielle Clark, Admin Tech III

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

CITY OF NORMAN CITY ATTORNEY'S OFFICE
PO BOX 370,
NORMAN OK 73070

EXPLANATION OF PROCEEDS

SETTLEMENT FOR PROPERTY DAMAGE

D.O.L.....: 2/28/2026

PAY EXACTLY

TWO THOUSAND FOUR HUNDRED FIFTY DOLLARS AND 00/100

\$*** 2,450.00
