

MEMORANDUM



DATE: October 3, 2025
TO: Clint Mercer, Chief Accountant
FROM: Sarah Encinias, Legal Admin Tech 
SUBJECT: City of Norman Debt Recovery – Damage to City 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 #9914864948 from ACM in the total amount of \$13,957.28. This payment represents loss of use reimbursement from insurance companies for the incidents described below.

Please advise if you need additional information regarding this payment.

Vehicle Unit	Incident Date	Insured	Insurance	Payment Amount
PD-1110	4/23/2019	S. Jones	State Farm	\$ 75.00
Bus 5-2367	4/9/2025	M. Escobar	Progressive	\$ 8,235.80
FD-8	2/14/2020	A. Perez	Gainsco	\$ 300.00
PD-1140	2/17/2019	S. Hagin	State Farm	\$ 5,346.48

Attachment

cc: 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
Mark Delgado, Light Repair Supervisor
Jeff Parker, Transit Repair Supervisor
Jennell James, Fleet Service Writer

Ryan Riddel, Assistant City Attorney
Barbara Andros, Revenue Collection Supervisor

Alternative Claims Management

9914864948

9/12/2025

PAY TO THE ORDER OF NORMAN POLICE DEPARTMENT

\$ 13957.28

Thirteen Thousand Nine Hundred Fifty-Seven and 28/100

DOLLARS

VOID AFTER 90 DAYS

From: Alternative Claims Management
Pay To: NORMAN POLICE DEPARTMENT**Date: 9/12/2025****Check #: 9914864948****Invoice Number****Bill Amount****Bill Payment Amount**

C-27123

\$13,957.28

\$13,957.28

Total**\$13,957.28**