

MEMORANDUM



DATE: October 9, 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 #9915329892 from ACM in the total amount of \$14,837.50. This payment represents reimbursement from an insurance company for the incident described below.

Please advise if you need additional information regarding this payment.

Vehicle Unit	Incident Date	Insured	Insurance	Payment Amount
PD-1166	1/30/2025	M. Malla	State Farm	\$ 14,837.50

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

Barbara Andros, Revenue Collection Supervisor

Ryan Riddel, Assistant City Attorney

9/29/2025

PAY TO THE ORDER OF

NORMAN POLICE DEPARTMENT

\$ 14837.50

Fourteen Thousand Eight Hundred Thirty-Seven and 50/100

DOLLARS

VOID AFTER 90 DAYS



22_8978
NORMAN POLICE DEPARTMENT
1301 DA VINCI ST
NORMAN, OK 73069-6560

From: Alternative Claims Management		Date: 9/29/2025
Pay To: NORMAN POLICE DEPARTMENT		Check #: 9915329892
Invoice Number	Bill Amount	Bill Payment Amount
C-27290	\$14,837.50	\$14,837.50
Total		\$14,837.50



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