




# office memorandum

**DATE:** November 16, 2021  
**TO:** Clint Mercer, Chief Accountant  
**FROM:** Sarah Encinias, Legal Admin Tech   
**SUBJECT:** City of Norman Debt Recovery – Eric Acosta  
Incident Report: 20-67871

On October 19, 2020, damage totaling \$2,048.30 was sustained to a roadway light pole assembly located along the westbound State Highway 9 on-ramp from Classen Boulevard. The driver and responsible party was identified as Eric Acosta however Mr. Acosta had no insurance coverage in place at the time of the incident. On March 13, 2021, Mr. Acosta signed an MOU with the City Attorney's Office agreeing to reimburse the City by making monthly payments of \$85 effective March 15, 2021.

Mr. Acosta has submitted \$100 cash to the City Attorney's Office as payment for November 2021, and this reduces his balance to \$1,213.30 (*see attached balance record*). A copy of the receipt is attached and the payment was submitted to the City Revenue Department.

Please advise if you need additional information regarding this incident.

## *Attachments*

cc: Shawn O'Leary, Director of Public Works  
David Riesland, Transportation Engineer  
Brian McNabb, Traffic Signal Supervisor  
Barbara Andros, Revenue Collection Supervisor

**LEGAL DEPARTMENT  
COLLECTIONS CASE - MOU**

Incident Report	Incident Date	Item Damaged	Name	First Payment Due Date	Monthly Amt Due	Total Debt
2020-67871	10/19/2020	Roadway Light Pole	Eric Acosta	3/15/2021	\$ 85.00	\$ 2,048.30

Payment Due Date	Date of Payment	Amount Paid	Balance
3/15/2021	3/15/2021	\$ 85.00	\$ 1,963.30
4/15/2021	4/15/2021	\$ 100.00	\$ 1,863.30
5/15/2021	5/14/2021	\$ 100.00	\$ 1,763.30
6/15/2021	6/15/2021	\$ 100.00	\$ 1,663.30
7/15/2021	7/15/2021	\$ 85.00	\$ 1,578.30
8/15/2021	8/19/2021	\$ 85.00	\$ 1,493.30
9/15/2021	9/16/2021	\$ 90.00	\$ 1,403.30
10/15/2021	10/19/2021	\$ 90.00	\$ 1,313.30
11/15/2021	11/16/2021	\$ 100.00	\$ 1,213.30
<b>TOTAL</b>		<b>\$ 835.00</b>	<b>\$ 1,213.30</b>

  
 Sarah Encinias, Legal Admin Tech

11/16/2021  
 Date



The City of  
**NORMAN**

201 West Gray, Bldg. 1 P.O. Box 370  
Norman, Oklahoma 73069 • 73070

Office of the  
*City Attorney*  
**RECEIPT**

NO. # 2100008

DATE 11/16/21

RECEIVED FROM: Eric Acosta

\$ 100.00  
DOLLARS

RE: PD report 20-67871, on 10/19/20 for damaged  
roadway light pole. Balance: \$1213.30

CLERK: *Chavis*

**Thank You!**