




office memorandum

DATE: May 14, 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. Today Mr. Acosta submitted \$100 cash to the City Attorney's Office as payment for May 2021, and this reduces his balance to \$1,763.30 (*see attached balance record*). A copy of the receipt is attached and the payment was submitted to the City Revenue Department this day.

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

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
TOTAL		\$ 285.00	\$ 1,763.30


 5/14/2021
 Sarah Encinias, Legal Admin Tech Date



The City of **NORMAN**

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OFFICE OF THE CITY ATTORNEY
Phone: 405-217-7700

Kathryn Walker
City Attorney

Rick Knighton
Asst. City Attorney

Elisabeth Muckala
Asst. City Attorney

Jeanne Snider
Asst. City Attorney

Anthony Purinton
Asst. City Attorney

Deedra Vice
Legal Admin Tech

Sarah Encinias
Legal Admin Tech

Payment received \$100.00

Payment date 5/14/21

Payer Name Eric Acosta

Payer Collection Case 21-28; 2020-67871

Sarah Encinias
Legal Admin Tech