




# office memorandum

**DATE:** December 23, 2024  
**TO:** Clint Mercer, Chief Accountant  
**FROM:** Sarah Encinias, Legal Admin Tech   
**SUBJECT:** City of Norman Debt Recovery  
Incident Report: 24-83864

On November 18, 2024, damage was sustained to a traffic signal cabinet located at State Highway 9 and McGee Drive. The driver was identified as S. Orr and responsible party was identified as B. Orr.

Attached is a check from State Farm Mutual insurance in the total amount of \$25,000, which covers nearly all damage costs of \$26,932.16. The payment from insurance reflects the maximum amount allowed under the insured's policy.

Please advise if further information is needed.

*Attachment*

cc: Scott Sturtz, Director of Public Works  
David Riesland, Transportation Engineer  
Katherine Coffin, Administrative Technician III  
Awet Frezgi, Traffic Engineer  
Brian McNabb, Traffic Signal Supervisor  
Barbara Andros, Revenue Collection Supervisor  
Ryan Riddel, Assistant City Attorney

PAYMENT NO 1 26 695874 J  
PAYMENT AMOUNT \$25,000.00  
ISSUE DATE 12-11-2024

CITY OF NORMAN  
PO BOX 370  
NORMAN OK 73070-0370

COVERAGE DESCRIPTION  
PROPERTY DAMAGE LIABILITY

ON BEHALF OF  
CITY OF NORMAN

AMOUNT  
25,000.00

RETAIN STUB FOR RECORDS

|  |   |                               |
|--|---|-------------------------------|
| <b>State Farm</b>                                    | <b>STATE FARM MUTUAL AUTOMOBILE INSURANCE COMPANY</b> | <b>1 26 695874 J</b>          |
| PROPERTY DAMAGE                                      | JPMORGAN CHASE BANK, NA 56-1544/441<br>COLUMBUS OH    |                               |
| PROP D OFFICE - PAGECNTQ.P74E                        |   | DATE 12-11-2024<br>MM DD YYYY |
| CLAIM NO   | INSURED ORR   |                               |
| LOSS DATE 11-18-2024                                 |   |                               |
| *****EXACTLY TWENTY-FIVE THOUSAND AND 00/100 DOLLARS |   | \$****25,000.00               |
| Pay to the<br>Order of: CITY OF NORMAN               |   |                               |

GREEN DROP-OUT APPEARS ON FACE OF DOCUMENT  
N COLORED BACKGROUND IS MISSING