




office memorandum

DATE: April 30, 2024
TO: Clint Mercer, Chief Accountant
FROM: Sarah Encinias, Legal Admin Tech 
SUBJECT: City of Norman Debt Recovery – Damage to Fleet Vehicle

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 #0077060643 from ACM in the total amount of \$680.96. This payment represents damage reimbursement from an insurance company for the incident described below.

Please advise if you need additional information regarding this payment.

Vehicle Unit	Date of Incident	Insured	Insurance	Payment Amount
201118	1/30/2024	H. Hickman	Allstate	\$ 680.96

Attachment

cc: Kevin Foster, Chief of Police
Chad Vincent, Major, Community & Staff Services Bureau
Lisa Tullius, Admin Tech III
Mike White, Fleet Program Manager
Mark Delgado, Light Repair Supervisor
Jennell James, Fleet Service Writer
Barbara Andros, Revenue Collection Supervisor

4/17/2024

PAY TO THE ORDER OF

NORMAN POLICE DEPARTMENT

\$ 680.96

Six Hundred Eighty and 96/100

DOLLARS

VOID AFTER 90 DAYS



Security Features Details on Back

From: Alternative Claims Management		Date: 4/17/2024
Pay To: NORMAN POLICE DEPARTMENT		Check #: 77060643
Invoice #	Bill Amount	Payment Amount
C-21163	\$680.96	\$680.96
Total		\$680.96