




# office memorandum

**DATE:** September 12, 2024  
**TO:** Clint Mercer, Chief Accountant  
**FROM:** Sarah Encinias, Legal Admin Tech   
**SUBJECT:** City of Norman Debt Recovery – Marissa McGehee  
Incident Report: 20-28734

On May 3, 2020, damage totaling \$5,783.25 was sustained to a pedestrian traffic pole at the intersection of Lindsey Street and McGee Drive. The driver and responsible party was identified as Marissa McGehee however she had no insurance coverage in place at the time of the incident.

Attached is a \$300 cash payment for a resulting balance of \$703.25 (*see attached payment 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: Scott Sturtz, Interim Director of Public Works  
David Riesland, Transportation Engineer  
Awet Frezgi, Traffic Engineer  
Brian McNabb, Traffic Signal Supervisor  
Barbara Andros, Treasury Support Supervisor  
Ryan J. Riddel, Assistant City Attorney

**LEGAL DEPARTMENT  
COLLECTIONS CASE - MOU**

PD Report	Incident Date	Item Damaged	Name	First Payment Due Date	Monthly Amt Due	Original Debt
20-28734	5/3/2020	Pedestrian Pedestal Pole	Marissa McGehee	10/15/2021	\$ 100.00	\$ 5,783.25

Pymt Due Date	Date of Payment	Paid	Balance
3/15/2021	3/15/2021	\$ 200.00	\$ 5,583.25
4/15/2021	4/14/2021	\$ 200.00	\$ 5,383.25
5/15/2021	4/14/2021	\$ 200.00	\$ 5,183.25
6/15/2021	6/15/2021	\$ 200.00	\$ 4,983.25
7/15/2021	6/15/2021	\$ 200.00	\$ 4,783.25
8/15/2021	6/15/2021	\$ 200.00	\$ 4,583.25
9/15/2021	9/20/2021	\$ 200.00	\$ 4,383.25
10/15/2021		\$ -	\$ 4,383.25
11/15/2021	11/23/2021	\$ 200.00	\$ 4,183.25
12/15/2021	12/16/2021	\$ 100.00	\$ 4,083.25
1/15/2022		\$ -	\$ 4,083.25
2/15/2022	2/16/2022	\$ 200.00	\$ 3,883.25
3/15/2022	3/17/2022	\$ 100.00	\$ 3,783.25
4/15/2022	4/19/2022	\$ 80.00	\$ 3,703.25
5/15/2022	5/23/2022	\$ 100.00	\$ 3,603.25
6/15/2022	6/17/2022	\$ 200.00	\$ 3,403.25
10/15/2022	10/18/2022	\$ 500.00	\$ 2,903.25
1/15/2023	1/19/2023	\$ 500.00	\$ 2,403.25
6/15/2023	6/2/2023	\$ 300.00	\$ 2,103.25
9/15/2023	9/11/2023	\$ 200.00	\$ 1,903.25
10/15/2023	10/12/2023	\$ 100.00	\$ 1,803.25
1/15/2024	1/29/2024	\$ 400.00	\$ 1,403.25
**4/1/2024	4/1/2024	\$ 200.00	\$ 1,203.25
5/7/2024	5/7/2024	\$ 200.00	\$ 1,003.25
9/12/2024	9/12/2024	\$ 300.00	\$ 703.25
		<u>\$ 5,080.00</u>	<u>\$ 703.25</u>

\*\* misquoted total on payment receipt

  
 Sarah Encinias, Legal Admin Tech

9/12/2024  
 Date

Notes:  
 Payment plan for \$200 per month effective March 2021  
 Payment plan for \$100 per month effective October 2021



OFFICE OF THE  
CITY ATTORNEY

# RECEIPT

No. 1020

DATE: 9/12/24

RECEIVED FROM: Marissa McGhee

FOR: Redaction fee damage on 5/3/20

CLERK: Leah Orsini

<input checked="" type="radio"/> Cash	<input type="radio"/> Check	<input type="radio"/> Money Order
THIS PAYMENT	\$	300.00
Balance	\$	703.25