



DATE: March 3, 2017

TO: Jeff Bryant, City Attorney
Keith Humphrey, Police Chief

FROM: Brenda Hall, City Clerk

SUBJECT: Claim from Brenda Burleson

I am in receipt of a claim from Brenda Burleson in the amount of \$1,725.61 due to her claim that on February 21, 2017, her vehicle was damaged by a Norman Police Officer's bullet during an Officer Involved Shooting (OIS) while it was parked at Habitat Humanity located at 1100 W. Main Street.

Keith, I have received your memorandum of the incident and will forward it to the City Attorney's Office.

Jeff, if it is determined the City has liability in this matter, please signify by writing a report of your recommendations in order that we may schedule this claim as an agenda item.

BH:kjc
attachments

office memorandum