



OFFICE OF AUDITOR OF STATE
STATE OF IOWA

Rob Sand
Auditor of State

State Capitol Building
Des Moines, Iowa 50319-0004
Telephone (515) 281-5834

October 14, 2025

Kristi Onstot
Executive Council
L O C A L

Subject: Fire Damage to Vehicle #1079 on September 29, 2025
Department of Administrative Services
Claim dated October 1, 2025
AOS Claim ID: 4171

In accordance with Executive Council policy, we have examined the claim for 29C.20 funds for the above-mentioned damage. It is our conclusion that the above damage incurred by the Department of Administrative Services is covered by Chapter 29C.20 of the Code of Iowa. Therefore, we recommend an Executive Council allocation in the amount of \$4,080.31, subject to an audit of actual invoices.

Sincerely,

A handwritten signature in black ink, appearing to read "Brian R. Brustkern".

Brian R. Brustkern, CPA
Deputy Auditor of State

cc: Kyle Wear, Fleet Services CFO, Department of Administrative Services
Ryan Betts, Fleet Services Risk Program Manager, Department of Administrative Services
Heather Hackbarth, Department of Management



Department of
Administrative Services

KIM REYNOLDS, GOVERNOR
CHRIS COURNOYER, LT. GOVERNOR

ADAM STEEN, DIRECTOR

Date: October 1, 2025

To: Tammy Hollingsworth, Auditor of State
Victoria Newton, Treasurer of State
Executive Council

Re: ALLOCATION REQUEST - 29C20 Claim for Executive Council Consideration

Vehicle / Event	#1079 / Fire
Event Date	September 29, 2025
Summary	Vehicle 1079 - sustained fire damage (Claim # TBD)
Amount Requested	\$4,080.31 TOTAL
Supporting Documentation	29C20 Email Notification, Accident Report, & Repair Estimate

If you have any questions or are in need of additional information, please do not hesitate to contact me.

Thank you,

Ryan Betts
DAS Fleet Risk Program Manager
ryan.betts1@iowa.gov
515-281-8008



Risk, DAS <das.risk@iowa.gov>

Fwd: FW: Lloyds Car, IDALS Vehicle 1079

1 message

Risk, DAS <das.risk@iowa.gov>

Wed, Oct 1, 2025 at 8:27 AM

To: Tammy Hollingsworth <Tammy.Hollingsworth@aos.iowa.gov>, TOS ExecutiveCouncil <executivecouncil@tos.iowa.gov>

Please accept this email as initial 24 hr notification for AON, vehicle 1079 sustained fire damage on 9/29/2025. I will forward all information as soon as it is received.

DAS Risk

Central Procurement and Fleet Services Enterprise

Iowa Department of Administrative Services

510 E 12th St, Des Moines, IA 50319

515-281-8008 office

das.risk@iowa.gov<https://das.iowa.gov>

All accidents must be reported via email or phone to Fleet Services within 24 hours. All accident reports and estimates are due within 72 hours of an accident. Agencies have 60 days to complete repairs to vehicles once approval is given.

----- Forwarded message -----

From: **Potter, Lisa** <Lisa.Potter@iowaagriculture.gov>

Date: Mon, Sep 29, 2025 at 2:53 PM

Subject: FW: Lloyds Car, IDALS Vehicle 1079

To: Risk, DAS <das.risk@iowa.gov>

Cc: Keller, Alan <Alan.Keller@iowaagriculture.gov>, Johnson, Casey <Casey.Johnson@iowaagriculture.gov>

Good afternoon. Our employee, Lloyd Krutzfeldt had a fire at his residence this past weekend. He lost his home but saved his state car. He also lost his computer and is not able to complete an accident form until tomorrow afternoon.

Attached is a couple of picks showing the damage to the vehicle. I have reached out to Joseph at Karl's, making an appointment for an appraisal. Tomorrow Lloyd will take the car to Karl's and leave it for an estimate and hopefully a repair.

More to come.

Lisa

Lisa K Potter

Accounting Tech 2

(515)281-5713

Lisa.potter@iowaagriculture.gov



Hoover State Office Building

1305 E. Walnut St, Des Moines, IA 50319



From: Keller, Alan <Alan.Keller@iowaagriculture.gov>

Sent: Monday, September 29, 2025 1:07 PM

To: Potter, Lisa <Lisa.Potter@iowaagriculture.gov>

Cc: Johnson, Casey <Casey.Johnson@iowaagriculture.gov>

Subject: Lloyds Car

Lisa,

Lloyd sent these few pictures of the car damage. He does not have a computer so it will be tomorrow before he can file the accident report.

He suppose to be down here in the morning to get his replacement.

Alan Keller

Feed & Fertilizer Burea Chief



Wallace State Office Building

502 E. 9th St. Des Moines, IA 50319

Cell: (515) 320-0219

Desk: (515) 242-6338

alan.keller@iowaagriculture.gov

 <p>IOWA DEPARTMENT OF AGRICULTURE & LAND STEWARDSHIP</p> <p>Hoover State Office Building 1505 E Walnut St, Des Moines, IA 50319</p>	<p>We've moved!</p> <p>Phone: (515) 281-5321 Fax: (515) 281-4282</p>
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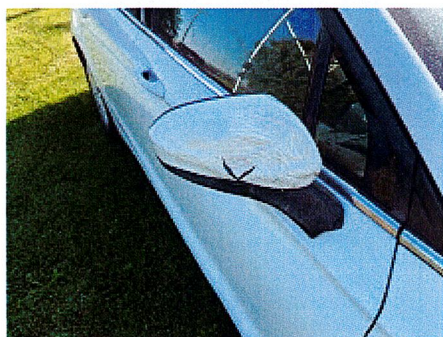
3 attachments



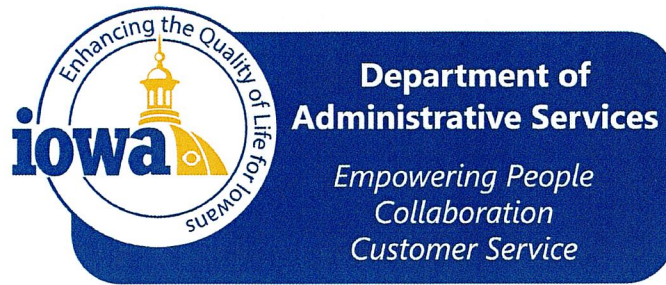
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Department of Administrative Services
DAS Fleet Services- Risk Management
109 SE 13th St
Des Moines, IA 50319

Vehicle Accident Report Form

- Render aid or assistance to the injured ([per Iowa Code 321.262](#)).
- The State of Iowa is self-insured. Refer to the insurance card and accident report procedures online or in your glove box packet. If the accident involves another party, exchange information with the driver or property owner. Do not admit fault or attempt to settle your claim.
- Call local law enforcement, if a fatality, injury or property damage has occurred, and obtain a police report. On the Capitol complex, call Iowa State Patrol, Post 16 at 515-281-5608.
- Within the first 24 hours, report accident or damage to DAS Fleet Services (515-281-3162 or DAS.Risk@iowa.gov), your agency fleet contact, and supervisor. Damage caused by an act of nature or unavoidable cause MUST be reported to DAS Fleet Services within 24 hours of the incident to qualify for contingent fund use ([per Iowa Code 29C.20](#)).
- For an estimate, locate the nearest contracted auto body repair shop in the Contracted Service Providers map. A contracted auto body shop within 30 miles should be used if available.
- If towing is necessary, contact DAS Fleet Services (515-281-3162) for assistance. After hours, call National Automobile Club (NAC) FleetRescue* (866-329-3471) or local law enforcement.
- Within 72 hours, print and submit a completed Accident Report Form, including a cost estimate from the auto body shop to DAS.Risk@iowa.gov.
- Any accident in the State of Iowa that causes death, personal injury, or total property damage of \$1,500 or more must be reported on an Iowa Accident Report Form UNLESS the accident is investigated by a law enforcement agency and a report is filed. Failure to return an accident report form within 72 hours may result in suspension of driving privileges.

Vehicle Accident Report

Time and location of accident

Accident Date (Mo/Day/Year)	Time	No. of Vehicles
09-25-2025	15:30	1
County	State	
Tama	Iowa	

Vehicle 1 (State vehicle)

Driver's Name		Work Street Address	
Lloyd Krutzfeldt		1103 Estelle St.	
Driver's License No./State		City, State, Zip	
725XX676		Dysart, Iowa 52224	
Date of Birth	Department	Work Phone	Home Phone
09/10/1958	Agriculture	5159757186	-----
License Plate No.	VIN	Year, Make, Model	
1079		2019 Ford Focus	
Estimate (\$) of Damage		Description of Damage	
Unknown		Heat damage left mirror, front clip	

Vehicle 2 (other vehicle) if more than two vehicles-use additional forms

Driver's Name		Street Address	

Driver's License No./State		City, State, Zip	
Date of Birth	Work Phone	Home Phone	License Plate No.
Description of Damage			

Property Damage other than vehicle (fence, utility pole, etc)

Owner's Name, Address and Phone

Description of Property Damaged

Injured Persons (attach additional sheets if necessary)

Vehicle No. 1/ Name and Address

Describe Injuries

Vehicle No. 2/ Name and Address

Describe Injuries

Witness

Name

Address/Phone

Did not get name. Scott Hatch?

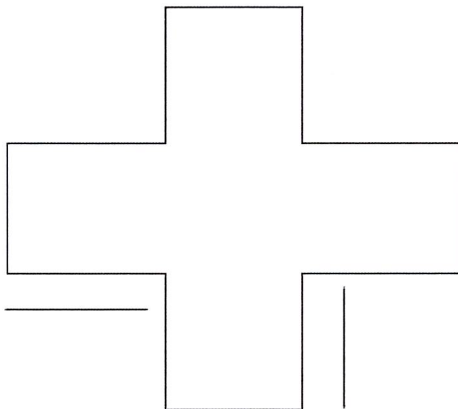
Dysart, Iowa

Name

Address/Phone

Accident Diagram**Complete diagram below, include a description of what happened.**Use the outline below to sketch the scene of your accident,
writing in street or highway names or numbers.

Use number 1 to indicate the State vehicle.

Car was parked close to a fire event at
personal garage. Fire started after car
was parked.

Accident Information Exchange Sheet

Other Vehicle information

Driver's Name	-----
Street Address	
Driver Phone	
Driver's License No./State	
Vehicle Plate No.	
Vehicle year, make, model	
VIN	
Insurance Company Name	
Policy No.	
Agent name	
Agent phone	
Owner's Name/Address (if different)	

Submit this information along with the accident report to DAS Fleet Service within 72 hours of the accident.

Complete the next section, tear at the dotted line and give to the other party involved.

State Vehicle Insurance Information

Driver's Name	
Driver's License No./State	
Vehicle Plate No.	
Vehicle year, make, model	
VIN	

The State of Iowa is self-insured.
If you have any questions regarding an accident, please contact
DAS Fleet Services at 515-281-3162 of DAS.Risk@iowa.gov



Karl Chevrolet Collision Center Ankeny

Workfile ID: 0608/9ab
Federal ID: 42-1092272

Your Dealer for Life
1101 Southeast Oralabor Road, Ankeny, IA 50021
Phone: (515) 299-4337
FAX: (515) 964-2293

Estimate

RO Number:

Customer:	Insurance:	Adjuster:	Estimator:	Joe Kevin Gift
State of Iowa 1079	STATE OF IOWA	Phone:	Create Date:	9/30/2025
0		Claim:		
		Loss Date:		
(000) 000-0000		Deductible:		

2019 FORD Fusion S FWD 4D SED 4-2.5L Gasoline Sequential MPI White

VIN: 3FA6P0G7XKR151719	Interior Color: Grey	Mileage In: 93,982	Vehicle Out:
License: 1079	Exterior Color: White	Mileage Out:	
State: IA	Production Date: 11/2018	Condition: Fair	Job #: 3062

Line	Ver	Operation	Description	Qty	Extended Price \$	Part Type	Labor	Type	Paint
1	E01		FRONT BUMPER & GRILLE						
2	E01	Remove/Replace	O/H front bumper				2.7	Body	
3	E01	Remove/Replace	Bumper cover w/o auto park w/o tow hook	1	721.59	OEM	0.0	Body	3.0
4	E01		Add for Clear Coat						1.2
5	E01	Remove/Replace	RT Side trim w/o fog lamps, w/o SSV feature black w/o gloss	1	37.95	OEM	0.0	Body	
6	E01	Remove/Replace	RT Trim molding black	1	51.05	OEM	0.0	Body	
7	E01	Remove/Replace	Emblem	1	27.27	OEM	0.0	Body	
8	E01	Remove/Replace	License bracket	1	33.56	OEM	0.2	Body	
9	E01	Remove/Replace	Upper grille chrome w/o honeycomb	1	662.35	OEM	0.0	Body	
10	E01	Remove/Replace	Lower grille black, w/o engine heater w/o gloss	1	202.25	OEM	0.0	Body	
11	E01	Remove/Replace	RT Side retainer	1	11.83	OEM	0.1	Body	
12	E01		FRONT LAMPS						
13	E01	Remove/Replace	RT Headlamp assy w/o signature lamps	1	672.01	OEM	0.3	Body	
14	E01	Remove/Replace	Aim headlamps				0.5	Body	
15	E01		FENDER						
16	E01	Remove/Replace	RT Upper molding bright/black	1	39.53	OEM	0.2	Body	
17	E01		WHEELS						
18	E01	Remove/Replace	RT/Front Wheel cover	1	85.77	OEM	0.2	Body	
19	E01		WINDSHIELD						
20	E01	Remove/Replace	Washer reservoir	1	157.80	OEM	0.6	Body	
21	E01		Washer fluid	1	5.00	Other			
22	E01		FRONT DOOR						
23	E01	Remove/Install	RT R&I trim panel				0.5	Body	

T = Taxable Item, RPD = Related Prior Damage, AA = Appearance Allowance, UPD = Unrelated Prior Damage, PDR = Paintless Dent Repair, A/M = Aftermarket, Rechr = Rechromed, Reman = Remanufactured, OEM = New Original Equipment Manufacturer, Recor = Re-cored, RECOND = Reconditioned, LKQ = Like Kind Quality or Used, Diag = Diagnostic, Elec = Electrical, Mech = Mechanical, Ref = Refinish, Struc = Structural

RO Number:

2019 FORD Fusion S FWD 4D SED 4-2.5L Gasoline Sequential MPI White

24	E01	Remove/Replace	RT Vent assy FORD	1	379.75	OEM	0.2	Body	
25	E01	Remove/Replace	RT Run channel bright/black	1	246.83	OEM	0.4	Body	
26	E01	Remove/Replace	RT Mirror assy	1	312.83	OEM	0.5	Body	
27	E01	Remove/Replace	RT Mirror cover	1	65.77	OEM	0.2	Body	0.5
28	E01		Add for Clear Coat						0.1
29	E01		MISCELLANEOUS OPERATIONS						
30	E01		Pre-scan				0.5	Mech	
31	E01	Sublet	Hazardous waste removal	1	3.00	Other			
32	E01		De-nib, sand, buff NOTE: Time goes to painter				1.0	Body	
33	E01		Post scan				0.5	Mech	

Estimate Totals	Discount \$	Markup \$	Rate \$	Total Hours	Total \$
Parts	(741.63)				2,971.51
Labor, Body			63.00	7.6	478.80
Labor, Refinish			115.00	4.8	552.00
Labor, Mechanical			75.00	1.0	75.00
Miscellaneous					3.00
Subtotal					4,080.31
Sales Tax					0.00
Grand Total					4,080.31
Net Total					4,080.31

Estimate Version	Total \$
Original	4,080.31

Insurance Total \$:	4,080.31
Received from Insurance \$:	0.00
Balance due from Insurance \$:	4,080.31

Customer Total \$:	0.00
Received from Customer \$:	0.00
Balance due from Customer \$:	0.00

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Karl Chevrolet Collision Center Ankeny

1101 Southeast Oralabor Road, Ankeny, IA 50021

Phone: (515) 299-4337, Fax: (515) 964-2293

Image Report

Owner:	State of Iowa 1079	Insurance:	STATE OF IOWA	Estimator:	Joe Kevin Gift	Vehicle Out:	
RO Number:		Claim Number:					
Year:	2019	Color:	White	License Plate:	1079	Production Date:	11/2018
Make:	FORD	Body Style:	4D SED	State:	IA	Mileage In:	93,982
Model:	Fusion S FWD	Engine:	4-2.5L Gasoline S...	VIN:	3FA6P0G7XKR151719	Condition:	Fair



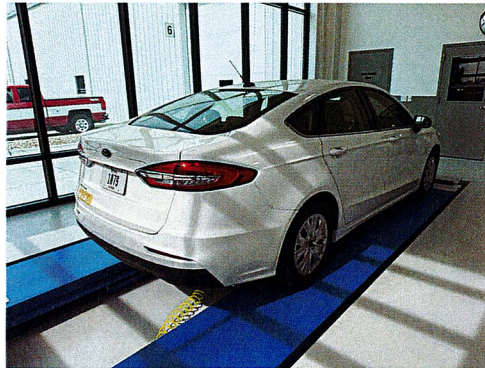
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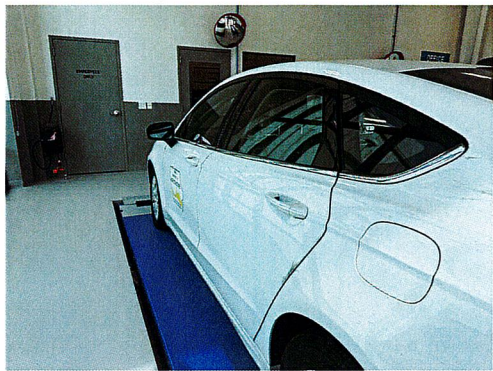
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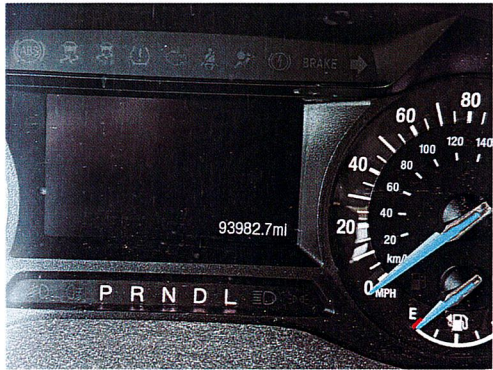
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RO Number:		Claim Number:					
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9/30/2025
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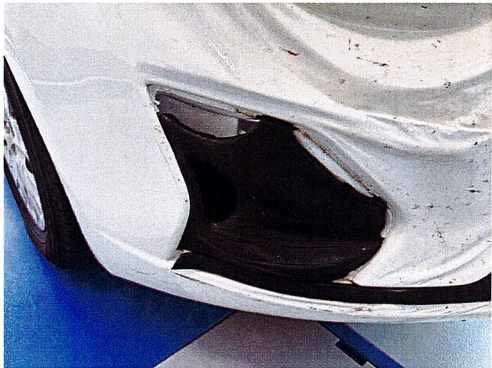
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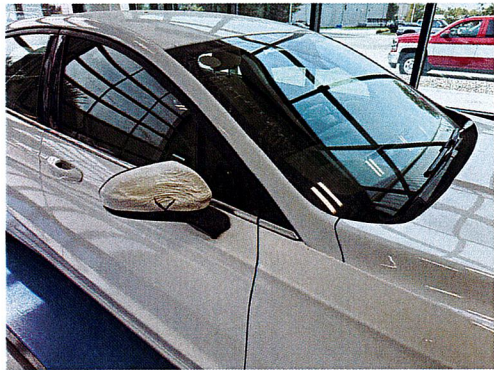
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Make:	FORD	Body Style:	4D SED	State:	IA	Mileage In:	93,982
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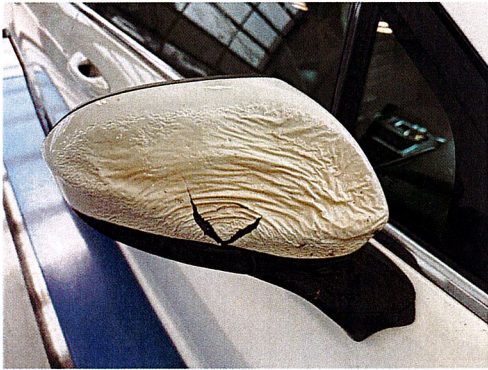
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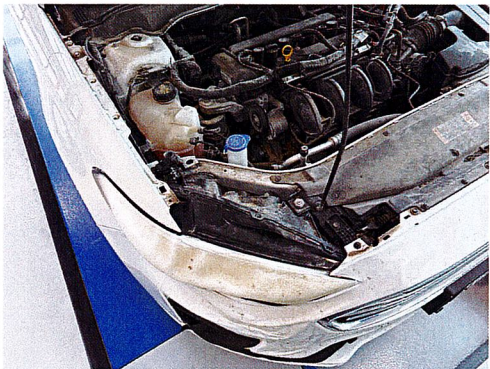
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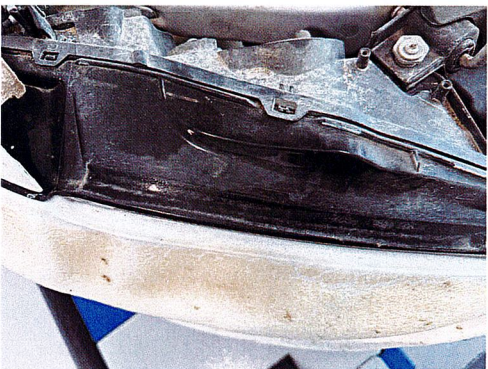
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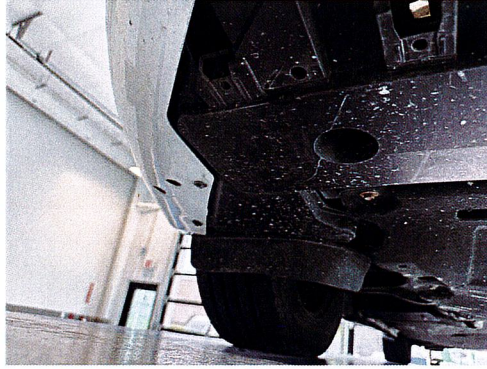
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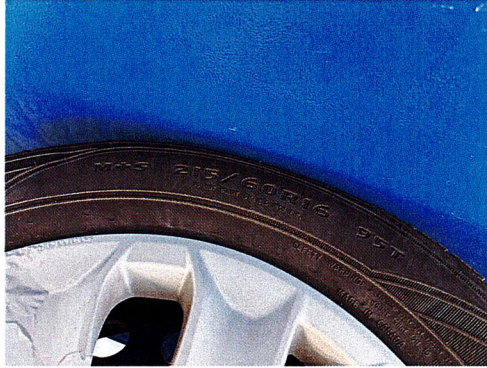
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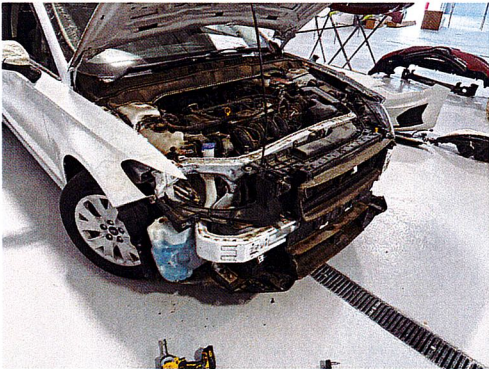
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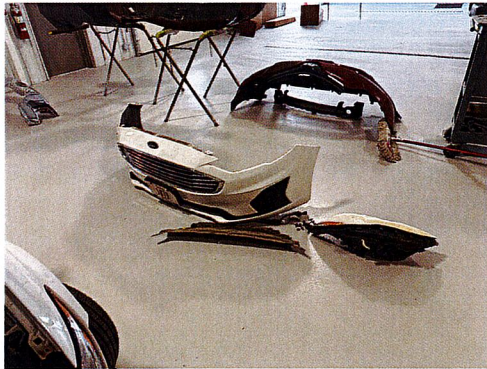
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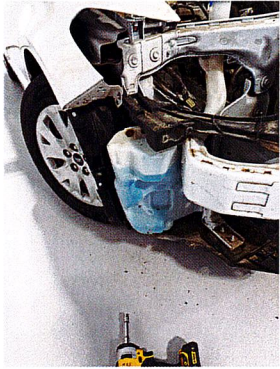
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9/30/2025 E01
Comments:



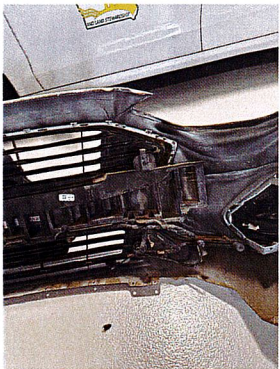
9/30/2025 E01
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