



MEMBERS OF COUNCIL

HON. KIM REYNOLDS  
GOVERNOR

HON. PAUL D. PATE  
SECRETARY OF STATE

HON. ROB SAND  
AUDITOR OF STATE

HON. ROBY SMITH  
TREASURER OF STATE

HON. MIKE NAIG  
SECRETARY OF AGRICULTURE

# Executive Council of Iowa

CAPITOL BUILDING  
DES MOINES, IOWA 50319  
PHONE: 515 281-5368

November 6, 2023

Accounting Department  
Office of the Treasurer  
Lucas Building  
321 E 12<sup>th</sup> Street  
Des Moines, IA, 50319

The Executive Council, in a meeting held on this date, approved payment of the following cost item:

Department of Administrative Services.....\$3,898.29  
On February 20, 2023, Vehicle #1343 was damaged by a deer. Request was to cover repair costs.

This represents full and final payment.

EXECUTIVE COUNCIL OF IOWA

*Victoria Newton*

Victoria Newton  
Executive Secretary

cc: Adam Steen, Director, Department of Administrative Services  
DAS Fleet Services, Risk  
Joel Lunde, Department of Management

AOS Claim # 3455  
TOS Job # 2420



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 Facsimile (515) 281-6518

September 25, 2023

Victoria Newton  
Executive Council  
L O C A L

Subject: Deer Damage to Vehicle #1343 on February 20, 2023  
Department of Administrative Services  
Claim dated June 2, 2023  
AOS Claim ID: 3455

In accordance with Executive Council policy, we have examined the invoices and supporting documentation for final payment related to the damages and have found the items to be in order as shown below:

Documented request		\$ <u>3,898.29</u>
Executive Council Allocation		\$ 3,898.29
Less:		
Previous payments	\$ 0.00	
This payment	<u>3,898.29</u>	
Total		\$ <u>3,898.29</u>
Remaining Executive Council allocation		\$ <u>0.00</u>

We recommend reimbursement be made in the amount of \$3,898.29. This represents full and final payment of the loss.

Sincerely,

Ernest H. Ruben, Jr., CPA  
Deputy Auditor of State

cc: Adam Steen, Director, Department of Administrative Services  
Mariah Flowers, Fleet Services Manager, Department of Administrative Services



Governor Kim Reynolds  
Lt. Governor Adam Gregg  
Adam Steen, Director

Date: August 4, 2023

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

From: Mariah Fucaloro, Fleet Manager  
DAS Fleet Services  
Department of Administrative Services

**Re: REIMBURSEMENT REQUEST - 29C20 Claim**

Claim #	3455
Vehicle / Event	#1343/Deer
Event Date	February 20, 2023
Summary	Vehicle 1343 struck a deer. (252444)
Amount Requested	<b>\$3,898.29 - Total</b>

The Department of Administrative Services, Central Procurement Fleet Services Enterprise, has paid all vendors to date. We are seeking an allocation for those funds under 29C20 Contingency Fund – Disaster Aid. Please deposit into the following account: 0665-005-5790-0657.

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

Thank you,

Mariah Fucaloro, Fleet Manager  
DAS Fleet Services  
[Mariah.Fucaloro@iowa.gov](mailto:Mariah.Fucaloro@iowa.gov)  
515-414-6582

Warrants

[Menu](#)

	Fiscal Year	Warrant Number	Line Number	Line Amount	Issued	Redeemed	Vendor Customer
✓	2023	72463942	1	\$828.00	04/26/2023	05/03/2023	00003088463
	2023	72463942	2	\$600.00	04/26/2023	05/03/2023	00003088463
	2023	72463942	3	\$2,470.29	04/26/2023	05/03/2023	00003088463

First Prev Next Last

Search

▼Warrant Information

Fiscal Year : 2023 Amount : \$3,898.29  
 Warrant Number : 72463942 Vendor Customer : 00003088463  
 Line Number : 1 Last Updated : 5/3/23

▼Issue Information

Issued : 04/26/2023 Void :   
 Document ID : RISK00523087002 Duplicate :   
 Document Line Number : 1 Stop :   
 Line Amount : \$828.00  
 Comments :

▼Redeemed Information

Redeemed : 05/03/2023 Batch Number : 0000  
 Redeemed Bank : 0000 Sequence Number : 03288  
 Redeemed Fund : 0665  
 Redeemed Department : 005

▼Fund Accounting

Fund : 0665 Object : 2715 Dept Object :  
 Sub Fund : Sub Object : Dept Revenue :  
 Department : 005 Object Class :  
 Unit : 5790 Revenue Source :  
 Sub Unit : Sub Revenue Source :  
 Appropriation : 0000 Revenue Source Class :  
 BSA :  
 Sub BSA :

▼Detail Accounting

Location : Reporting : Major Program :  
 Sub Location : Sub Reporting : Program :  
 Activity : 2920 Task : Phase :  
 Sub Activity : Sub Task : Program Period :  
 Function : Task Order :  
 Sub Function :

[Top](#)



1019 Hwy 30 West P.O. Box 396 Carroll, IA 51401

Phone: (712) 792-9234 Fax (712) 792-4434

Toll Free: 1-800-792-9234

service@wittrockmotors.com

www.wittrockmotors.com

FINAL BILL

SO # 245875

SERVICE ORDER  
CUSTOMER COPY



Printed 03/27/2023 10:31:58 AM

User 535 Page 1

**Customer No** 19718  
IOWA DEPARTMENT OF NATURAL RESOURCES  
109 SE 13TH ST  
DES MOINES, IA 50319  
**Home** **Bus**  
**Cell** (641) 747-3591 **Today**  
**Email** rod.nelsen@dnr.iowa.gov  
**Term** CHARGE

**Advisor** JOEL PIETIG **Promised** 02/23/2023 5:30 PM **Tag**  
**Shop** BS **Opened** 02/23/2023 9:23 AM **Location**  
**Priority** 10 **Cashiered** **PO #**

**License No** **Odometer In** **Odometer Out** **InServ Date** **Stock No**  
C-337 24934 24936  
**Year** **Make** **Model** **Model No** **Color**  
2022 CHEVROLET SILVERADO 1500 LTD CK18543  
**Vehicle ID No** **Selling Dealer** **Extended Warranty** **Delivery Date**  
1GCUYAED2NZ208542  
**Engine Size** 5.3L ECOTEC3 V8 **Fleet #**

Request	Description	Job	CSR	Status			
BODY	REPL GRILLE & RT FILLER PNL; REPL RT HEADLAMP ASSY; REPL RT FENDER & LINER; BLND RT FRT DOOR	1	535	Original			
Labor	Description	Type	Amount				
BODY	REPL GRILLE & RT FILLER PNL; REPL RT HEADLAMP ASSY; REPL RT FENDER & LINER; BLND RT FRT DOOR	CPBS	756.00				
MECH	POST SCAN	CPBS	80.00				
Part	Description	Shp	Bin	Type	Price	Amount	
NPN	84624944 GUIDE	1		CBSRO	9.38	9.38	
NPN	84658018 FILLER	1		CBSRO	91.48	91.48	
NPN	84401129 GRILLE	1		CBSRO	736.20	736.20	
NPN	84621849 HEADLAMP	1		CBSRO	942.28	942.28	
NPN	84502611 FENDER	1		CBSRO	519.70	519.70	
NPN	23400375 PLATE	1		CBSRO	40.05	40.05	
NASN345	HS RED CONNECTOR	12	BC-C	CBSRO	2.35	28.20	
Rate	65.00	Parts Total				2,367.29	
Technician	521 - QUINCY OHL	Labor Total				836.00	
						<b>Request Sub-total</b>	<b>3,203.29</b>

Request	Description	Job	CSR	Status			
REFINISH	REFINISH AS PER ESTIMATE	2	535	Original			
Labor	Description	Type	Amount				
REFINISH	REFINISH AS PER ESTIMATE	CPBS	432.00				
PNT	PAINT & MATERIALS	CBPNT	240.00				
HAZ	HAZARDOUS WASTE DISPOSAL	CBHAZ	3.00				
CC	CAR COVER	CBMISCT	5.00				
RP	CORROSION PROTECTION	CBMISCT	10.00				
FLEX	FLEX ADDITIVE	CBMISCT	5.00				
Rate	65.00	Parts Total		0.00			
Technician	651 - DOUG TOWNE 535 - JOEL PIETIG	Labor Total		695.00			
						<b>Request Sub-total</b>	<b>695.00</b>

TERMS: STRICTLY CASH UNLESS ARRANGEMENTS ARE MADE. "I hereby authorize the repair work hereinafter to be done along with the necessary material and agree that you are not responsible for loss or damage to vehicle or articles left in the vehicle in case of fire, theft, or any other cause beyond your control or for any delays caused by unavailability of parts or delays in parts shipments by the supplier or transporter. I hereby grant you or your employees permission to operate the vehicle herein described on streets, highways, or elsewhere for the purpose of testing and/or inspection. An express mechanic's lien is hereby acknowledged on above vehicle to secure the amount of repairs thereto."

DISCLAIMER OF WARRANTIES. Any warranties on the products sold hereby are those made by the manufacturer. The seller hereby expressly disclaims all warranties either express or implied, including any implied warranty of merchantability or fitness for a particular purpose, and the seller neither assumes nor authorizes any other person to assume for it any liability in connection with the sale of said products. Any limitation contained herein does not apply where prohibited by law.

NO RETURN ON ELECTRICAL OR SAFETY ITEMS OR SPECIAL ORDERS.

X \_\_\_\_\_  
CUSTOMER SIGNATURE

PAGE 1 CONT →



1019 Hwy 30 West P.O. Box 396 Carroll, IA 51401  
 Phone: (712) 792-9234 Fax (712) 792-4434  
 Toll Free: 1-800-792-9234  
 service@wittrockmotors.com  
 www.wittrockmotors.com

**SO # 245875**

**SERVICE ORDER  
 CUSTOMER COPY**



Printed 03/27/2023 10:31:59 AM

User 535 Page 2

**Customer No** 19718  
 IOWA DEPARTMENT OF NATURAL RESOURCES  
 109 SE 13TH ST  
 DES MOINES, IA 50319  
**Home** **Bus**  
**Cell** (641) 747-3591 **Today**  
**Email** rod.nelsen@dnr.iowa.gov  
 Term CHARGE

<b>Advisor</b> JOEL PIETIG	<b>Promised</b> 02/23/2023 5:30 PM	<b>Tag</b>
<b>Shop</b> BS	<b>Opened</b> 02/23/2023 9:23 AM	<b>Location</b>
<b>Priority</b> 10	<b>Cashiered</b>	<b>PO #</b>

<b>License No</b> C-337	<b>Odometer In</b> 24934	<b>Odometer Out</b> 24936	<b>InServ Date</b>	<b>Stock No</b>
<b>Year</b> 2022	<b>Make</b> CHEVROLET	<b>Model</b> SILVERADO 1500 LTD	<b>Model No</b> CK18543	<b>Color</b>
<b>Vehicle ID No</b> 1GCUYAED2NZ208542	<b>Selling Dealer</b>	<b>Extended Warranty</b>	<b>Delivery Date</b>	
<b>Engine Size</b> 5.3L ECOTEC3 V8		<b>Fleet #</b>		

Labor	1,268.00
Parts	2,367.29
SALES TAX ON DEDUCTIBLE	0.00
Misc.	263.00
Supplies	0.00
<b>SUB-TOTAL</b>	<b>3,898.29</b>
Tax	0.00
<b>TOTAL INVOICE</b>	<b>3,898.29</b>

FINAL BILL

Claim # APDSOI0252444-001  
 Vehicle 1343

TERMS: STRICTLY CASH UNLESS ARRANGEMENTS ARE MADE. "I hereby authorize the repair work hereinafter to be done along with the necessary material and agree that you are not responsible for loss or damage to vehicle or articles left in the vehicle in case of fire, theft, or any other cause beyond your control or for any delays caused by unavailability of parts or delays in parts shipments by the supplier or transporter. I hereby grant you or your employees permission to operate the vehicle herein described on streets, highways, or elsewhere for the purpose of testing and/or inspection. An express mechanic's lien is hereby acknowledged on above vehicle to secure the amount of repairs thereto."

DISCLAIMER OF WARRANTIES. Any warranties on the products sold hereby are those made by the manufacturer. The seller hereby expressly disclaims all warranties either express or implied, including any implied warranty of merchantability or fitness for a particular purpose, and the seller neither assumes nor authorizes any other person to assume for it any liability in connection with the sale of said products. Any limitation contained herein does not apply where prohibited by law.

NO RETURN ON ELECTRICAL OR SAFETY ITEMS OR SPECIAL ORDERS.

X \_\_\_\_\_  
 CUSTOMER SIGNATURE



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 Facsimile (515) 281-6518

August 2, 2023

Victoria Newton  
Executive Council  
L O C A L

Subject: Deer Damage to Vehicle #1343 on February 20, 2023  
Department of Administrative Services  
Claim dated June 2, 2023  
AOS Claim ID: 3455

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 \$3,898.29, subject to an audit of actual invoices.

Sincerely,

Ernest H. Ruben, Jr., CPA  
Deputy Auditor of State

cc: Adam Steen, Director, Department of Administrative Services  
Mariah Flowers, Fleet Services Manager, Department of Administrative Services  
Joel Lunde, Department of Management