

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

August 19, 2024

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 today's date, approved Department of Administrative Services request for an emergency allocation in the amount of \$2,243.00, subject to an audit of actual invoices. On June 17, 2024, Vehicle #468 was damaged by a storm. Request was to cover repair costs.

EXECUTIVE COUNCIL OF IOWA

*Victoria Newton*

Victoria Newton  
Acting Executive Secretary

cc: Adam Steen, Director, Department of Administrative Services  
DAS Fleet Services, Risk  
Matt Bender, Department of Management  
Heather Hackbarth, Department of Management

AOS Claim # 3822  
TOS Job # \_\_\_\_\_



**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

August 5, 2024

Kristi Onstot  
Executive Council  
L O C A L

Subject: Storm Damage to Vehicle #468 on June 17, 2024  
Department of Administrative Services  
Claim dated July 5, 2024  
AOS Claim ID: 3822

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 \$2,243.00 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: Adam Steen, Director, Department of Administrative Services  
Mariah Fucaloro, Fleet Services Manager, Department of Administrative Services  
Heather Hackbarth, Department of Management



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

Date: July 5, 2024

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

From: Karl Bubser, Fleet Administrator  
DAS Fleet Services  
Department of Administrative Services

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

Vehicle / Event	#468/Weather
Event Date	June 17, 2024
Summary	Vehicle 468 sustained storm damage. (284355)
Amount Requested	\$2,243.00 - Estimate
Supporting Documentation	29C20 Email Notification, Accident Report, Repair Estimate(s), Photos

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

Thank you,

A handwritten signature in black ink, appearing to read "Karl Bubser".

Karl Bubser, Fleet Administrator  
DAS Fleet Services  
Karl.Bubser@iowa.gov  
515-281-3162



AOS # 3822

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

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29C20

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

Wed, Jun 19, 2024 at 10:23 AM

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

Please accept this email as initial 24 hr notification for AON, vehicle 468 sustained storm damage 6/17/24. I will forward all information as soon as it is received.

**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.**

Thank you,

**DAS Risk**

Central Procurement and Fleet Services Enterprise

Iowa Department of Administrative Services

109 SE 13<sup>th</sup> St, Des Moines, IA 50319

515-281-3162 office

[das.risk@iowa.gov](mailto:das.risk@iowa.gov)

<https://das.iowa.gov>



Department of  
Administrative Services

## State Vehicle Damage Report

Attach this completed form to an email along with the items identified below and send to: *DPS – Vehicle Damage; DAS – Risk*

- One Repair Estimate from Approved State Bid Shop
- DOT MARS Report (if reportable)
- Memo from the Driver of the State Vehicle
- 3-4 photos of the vehicle damage

\*\*\*Sworn Officers only: Complete a Line of Duty Form #432037 and send to DOT if 10-50 was reportable!!!

**STATE VEHICLE: (Mark if Act of Nature  ) CASE #: 2024015330**

Date: <small>(Month/Day/Year)</small>	06/17/2024	Time: <small>(Time plus a.m./p.m.)</small>	11:00 p.m.
Vehicle Plate #:	468	Vehicle Mileage:	80,520
Vehicle Description: <small>(Yr/Make/Model/ &amp; Vin#)</small>	2021 / Dodge / Charger / VIN # 2C3CDXKG8MH528640		
Assigned To:	Kevin Krull	Badge #	468
Driven By:	Kevin Krull	Badge #	468
Driver's Lic #:	407XX9221	Damage:	\$
Vehicle Towed: <small>(Yes / No)</small>	No	Towed By:	
Towed To:		Towing Cost:	\$
Seat Belt: <small>(Yes / No)</small>	Yes	Type of Vehicle: <small>(Marked/Semi /Unmarked)</small>	Marked
Injured/Injuries:	None		
Occupants: <small>(Other than driver)</small>	None		

**VEHICLE #2:**

DL #:		State:	
Vehicle Lic. #		State:	
Driver's Name:			
Driver's Address:			
Owner's Name:			
Owner's Address:			

Owner's Phone:			
Insurance Info: (Carrier/Policy #/Phone)			
Veh Description: (Yr/Make/Model & Vin#)			
Damage:	\$	Seat Belt: (Yes / No)	Yes
Injured/Injuries:			
Occupants: (Other than driver)			
Occupant(s) Wearing Seat Belt: (Yes/No)	Yes		

**OTHER INFORMATION:**

Witnesses:	NONE
Accident Location: (Street/Hwy)	338 St. James Ave. Wallingford
County:	Emmet
Weather/Road Conditions:	Windy/storm
Narrative: There were very high winds with the storm last night (6-17-24) and as you can see in the photos my patrol car received damage by a limb that fell on it while parked in the driveway. My mileage is 80520.	
Property Damage other than Vehicles:	NONE
Cost:	\$
Citations Issued To: (List Charge(s) and Statute Code(s))	NONE

Investigating Officer:	Sgt. Chase Hesse #499
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**VEHICLE #3: (If needed) (For more vehicles, please make extra copies of this portion)**

DL #:		State:	
Vehicle Lic. #		State:	
Driver's Name:			
Driver's Address:			

Owner's Name:			
Owner's Address:			
Owner's Phone:			
Insurance Info: (Carrier/Policy #/Phone)			
Veh Description: (Yr/Make/Model & Vin#)			
Damage:	\$	Seat Belt: (Yes / No)	Yes
Injured/Injuries:			
Occupants: (Other than driver)			
Occupant(s) Wearing Seat Belt: (Yes/No)	Yes		

**KEN BORTH AUTO BODY**  
 301 11th St SW, Spencer, IA 51301  
 Office: (712) 262-7076  
 Fax: (712) 262-7777  
 dalekabrick@live.com  
 Tax ID: 471534086

Estimate ID  
 18972412  
 Original

Owner  
 State Of Iowa

Appraiser  
 Dale Kabrick  
 dalekabrick@live.com

Classification  
 None

Loss Type                      Deductible  
 Unknown                      Unknown

**2021 Dodge Charger Police Fleet 4 Door Sedan 3.6L 6 Cyl Gas Injected 5 Speed Auto Trans AWD**

License                      VIN                      Drivable                      Mitchell Service Code  
 468                      2C3CDXKG8MH528640                      Unknown                      911667

Options				
Air Conditioning	All Wheel Drive	AM-FM Stereo	Anti-Lock Brake Sys. (ABS)	Automatic Headlights
Auxiliary Input	Bluetooth Wireless Connectivity	Cloth Seat	Cruise Control	Daytime Running Lights
Driver-Front Air Bag	Dual A/C	Electric Defogger	Electronic Parking Aid	Electronic Stability Control
First Row Bucket Seat	Keyless Entry System	Leather Steering Wheel	Left-Curtain Air Bag	MP3 Player
Passenger-Front Air Bag	Power Door Locks	Power Driver Seat	Power Remote Mirror	Power Steering
Power Windows	Rear Bench Seat	Rearview Camera	Remote Decklid Or Tailgate Release	Second Row Side Airbag With Head Protection
Side Airbags	Smart Key System	Steering Wheel Mounted Audio Control	Tilt Steering Wheel	Tire Pressure Monitoring System
Traction Control/Electronic	Trip Computer			

**State Of Iowa | 2021 Dodge Charger Police Fleet**

Parts Profile                      Parts Profile Version  
 N/A                      N/A

Line #	Description	LABOR			PART					
		Operation	Type	Total Units	CEG	Type	Number	Qty	Total Price	Tax
<b>Quarter Panel</b>										
1	100291 L Quarter Outer Panel	Repair	Body	12.0*#	17.7	Existing				
2	AUTO L Quarter Panel Outside	Refinish Only	Refinish	2.3 C	2.3	Existing				
<b>Luggage Lid</b>										
3	101797 Luggage Trim Panel	Remove / Install	Body	0.3	0.3	Existing				
4	103148 Luggage Lid Panel	Repair	Body	4.0*	1.8	Existing				
5	AUTO Luggage Lid Outside	Refinish Only	Refinish	2.0 C	2.4	Existing				



Line #	Description	LABOR				PART				
		Operation	Type	Total Units	CEG	Type	Number	Qty	Total Price	Tax
<b>Rear Lamps</b>										
6	100463 L Rear Combination Lamp	Remove / Install	Body	INC#	0.6	Existing				
7	100904 Rear Combination Lamp	Remove / Install	Body	0.4#	0.4	Existing				
<b>Rear Bumper</b>										
8	100894 Rear Bumper Cover	Remove / Install	Body	1.6#	1.6	Existing				
<b>Additional Costs &amp; Materials</b>										
9	AUTO Hazardous Waste Disposal	Additional Cost							\$5.00*	
<b>Additional Operations</b>										
10	AUTO Clear Coat	Additional Operation	Refinish	1.3	0.0				\$0.00	
11	933005 Restore Corrosion Protection	Additional Operation	Body	0.3*	0.0				\$5.00*	
12	933018 Mask For Overspray	Additional Operation	Refinish	0.0*	0.0				\$10.00*	
13	931127 Pre Repair Scan	Additional Operation	Mechanical	1.0*	0.0				\$0.00	
14	931128 Post Repair Scan	Additional Operation	Mechanical	1.0*	0.0				\$0.00	
<b>Special / Manual Entry</b>										
15	900500 Blend LH Roof Rail	Additional Labor	Refinish*	0.8*	0.0	Existing				
16	900500 R&I Siren	Additional Labor	Body*	1.0*	0.0	Existing				
17	900500 R&I Deck Lid Antennas	Remove / Install	Body*	1.0*	0.0	Existing				

\* Judgment Item

T Included in Two Tone Calculation

# Labor Note Applies

d Discontinued by Manufacturer

C Included in Clear Coat Calculation

A Included in Clear Coat and Two Tone Calculation

r CEG R&R Time Used for this Labor Operation

[ ] Verify the part number and price before ordering

### Estimate Totals

Labor	Units	Rate	Sublet Add'l Amount	Totals
Body Labor	20.6	\$65.00	\$5.00	\$1,344.00
Refinish Labor	6.4	\$110.00	\$10.00	\$714.00
Mechanical Labor	2.0	\$90.00		\$180.00
<b>Total Labor</b>	<b>29.0</b>			<b>\$2,238.00</b>
			Taxable	\$0.00
			Tax 0.0000%	\$0.00
			Non-Taxable	\$2,238.00
			Pre-Tax Discount	\$0.00
			0.00%	
			<b>Labor Total</b>	<b>\$2,238.00</b>
Parts	Amount			
Taxable Parts				\$0.00

## Estimate Totals

Parts Adjustments	\$0.00
Tax 0.0000%	\$0.00
Non-Taxable	\$0.00
Pre-Tax Discount 0.00%	\$0.00
<b>Parts Total</b>	<b>\$0.00</b>

Costs	Amount	
Paint Materials	\$0.00	\$0.00
Shop Materials	\$0.00	\$0.00
Other Additional Costs	\$5.00	\$5.00

Taxable	\$0.00
Tax 0.0000%	\$0.00
Non-Taxable	\$5.00
Pre-Tax Discount 0.00%	\$0.00
<b>Costs Total</b>	<b>\$5.00</b>

Gross Totals	Amount	
Gross Total	\$2,243.00	\$2,243.00

Taxable	\$0.00
Tax	\$0.00
Non-Taxable	\$2,243.00
Pre-Tax Discount 0.00%	\$0.00
<b>Gross Total</b>	<b>\$2,243.00</b>

Adjustments	Amount	
Total Customer Responsibility		\$0.00

**Net Estimate Total \$2,243.00**

### Estimate Event Log

Job Created	6/20/2024 11:32 AM
Estimate Started	6/20/2024 11:34 AM
Estimate Printed	6/20/2024 11:43 AM
Estimate Committed	Estimate Not Committed
Estimate Retrieval ID	1001832249