

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
FAX: 515 281-7562

May 4, 2026

Accounting Department
Office of the Treasurer
Lucas Building
321 E 12th 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 \$6,772.51, subject to an audit of actual invoices. On March 22, 2026, Vehicle # 105728 was damaged by a raccoon. Request was to cover repair costs.

EXECUTIVE COUNCIL OF IOWA

Kristi Onstot

Kristi Onstot
Executive Secretary

cc: Kyle Wear, DAS Fleet Chief Financial Officer
Ryan Betts, Fleet Services Risk Program Manager
Matt Bender, Department of Management
Heather Hackbarth, Department of Management

AOS Claim # 4273
TOS Job # _____



OFFICE OF AUDITOR OF STATE
STATE OF IOWA

State Capitol Building
Des Moines, Iowa 50319-0004

Telephone (515) 281-5834
www.auditor.iowa.gov

Rob Sand
Auditor of State

April 8, 2026

Kristi Onstot
Executive Council
L O C A L

Subject: Raccoon Damage to Vehicle #105728 on March 22, 2026
Department of Administrative Services
Claim dated March 26, 2026
AOS Claim ID: 4273

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 \$6,772.51, 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



Date: March 26, 2026

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

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

Vehicle / Event	#105728 / Raccoon
Event Date	March 22, 2026
Summary	Vehicle 105728 - struck a raccoon (Claim # 334779)
Amount Requested	\$6,772.51 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: Van 105728

1 message

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

Tue, Mar 24, 2026 at 12:58 PM

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

Please accept this email as the initial 24 hour notification for an AON claim. Vehicle 105728 struck a raccoon on 3/22/2026. 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: **Westvold, Nels** <nels.westvold@iowa.gov>

Date: Tue, Mar 24, 2026 at 9:12 AM

Subject: Van 105728

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

Good morning,

An officer struck a raccoon with Van 105728 (VIN# 2CRC1BG5RR192078) on 3-22-2026 at approximately 2:15 am. The raccoon damaged the front bumper and parking sensors, and it broke the radiator brackets causing coolant to leak from the radiator. The van cannot be driven because the radiator has no coolant.

I do not have the accident report yet because the officer is off on his weekend. He has been instructed to fill out the report upon his return to work.

How do you want to proceed?

Let me know if you have any questions or need any additional information.

Thank you

--

Nels Westvold

Plant Operations Manager 3
Iowa Correctional Institution for Women
420 Mill Street SW
Mitchellville, IA 50169
(515) 725-5029
nels.westvold@iowa.gov
<http://doc.iowa.gov>



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Department of Administrative Services

Department of Administrative Services
DAS Fleet Services - Risk Management
510 East 12th Street
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)	3-22-2026	Time	1:50 AM
		No. of Vehicles	1
County	Polk	State	Iowa
Vehicle 1 (State vehicle)			
Driver's Name	Kaden Smith		Work Street Address
			420 Mill St. SW
Driver's License No./State	City, State, Zip		
	Mitchellville IA 50169		
Date of Birth	Department	Work Phone	Home Phone
7-5-2005	DOL-ICIVY	515-725-5050	
License Plate No.	VIN	Year, Make, Model	
105728	2C4RUBG5RR142678	2024 Chrysler Pacifica	
Estimate (\$) of Damage	Description of Damage		
	Right front bumper Leaking Coolant		
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
Name	Address/Phone

Accident Diagram
<p>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.</p>
<p>Driving westbound on I-80 1 mile from ICDW. Raccoon ran out on the road. Too late to avoid hitting it.</p> <p>I-80 exit</p>

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 or DAS.Risk@iowa.gov



Karl Chevrolet Collision Center Ankeny

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

Workfile ID: 33dd0e98
Federal ID: 42-1092272
Federal EPA: iado65212904
State EPA: iado65212904

Preliminary Estimate

Customer: SOI 105728

Written By: Joe Singleton

Insured: SOI 105728
Type of Loss:
Point of Impact: 12 Front

Policy #:
Date of Loss:

Claim #: 105728
Days to Repair: 0

Owner:
SOI 105728
(515) 725-5029 Business

Inspection Location:
Karl Chevrolet Collision Center Ankeny
1101 Southeast Oralabor Road
Ankeny, IA 50021
Repair Facility
(515) 299-4337 Business

Insurance Company:
state of iowa

VEHICLE

2024 CHRY Pacifica Touring L FWD 4D VAN 6-3.6L Gasoline Sequential MPI white

VIN: 2C4RC1BG5RR192078 Interior Color: black Mileage In: 31,100 Vehicle Out:
License: Exterior Color: white Mileage Out:
State: IA Production Date: Condition: Job #: 3991

TRANSMISSION

Automatic Transmission

POWER

Power Steering
Power Brakes
Power Windows
Power Locks
Power Mirrors
Heated Mirrors
Power Driver Seat

DECOR

Dual Mirrors
Privacy Glass
Console/Storage
Overhead Console

CONVENIENCE

Air Conditioning
Intermittent Wipers
Tilt Wheel

Cruise Control
Rear Defogger
Keyless Entry
Alarm
Message Center
Steering Wheel Touch Controls
Rear Window Wiper
Telescopic Wheel
Heated Steering Wheel
Climate Control
Dual Air Condition
Backup Camera
Parking Sensors
Dual Power Sliding Doors
Remote Starter
Intelligent Cruise
RADIO
AM Radio
FM Radio

Stereo
Search/Seek
Auxiliary Audio Connection
Satellite Radio
SAFETY
Drivers Side Air Bag
Passenger Air Bag
Anti-Lock Brakes (4)
4 Wheel Disc Brakes
Traction Control
Stability Control
Front Side Impact Air Bags
Head/Curtain Air Bags
Hands Free Device
Xenon or L.E.D. Headlamps
Blind Spot Detection
Lane Departure Warning
SEATS
Bucket Seats

Reclining/Lounge Seats
Leather Seats
Heated Seats
3rd Row Seat
Retractable Seats

WHEELS

Aluminum/Alloy Wheels

PAINT

Clear Coat Paint

OTHER

Fog Lamps
Rear Spoiler
Signal Integrated Mirrors
California Emissions

TRUCK

Power Trunk/Liftgate

Get live updates at www.carwise.com/e/5jtMVC

Preliminary Estimate

Customer: SOI 105728

2024 CHRY Pacifica Touring L FWD 4D VAN 6-3.6L Gasoline Sequential MPI white

Line	Oper	Description	Part Number	Qty	Extended Price \$	Labor	Paint
1		FRONT BUMPER & GRILLE					
2		O/H front bumper				4.9	
3	Repl	Shutter assembly	68438679AD	1	346.00 m	Incl.	
4	Repl	Air shield w/deflector	68227444AG	1	181.00	Incl.	
5	Repl	Bumper cover w/o ft prk aid	68505028AB	1	461.00	Incl.	3.3
6		Add for Clear Coat					1.3
7	Repl	Lower grille w/o ft prk aid	6WF63DX8AB	1	247.00	Incl.	
8	Repl	Cover	6WR86XXXAA	1	30.85	0.1	
9	Repl	Wire harness w/park alert w/LED fog lamps, w/o surround view	68475840AB	1	206.00	Incl.	
10		COOLING					
11	Repl	RT Side seal w/o hybrid	68435934AA	1	57.90	0.2	
12	Repl	LT Side seal w/o hybrid	68435935AB	1	63.20	0.2	
13	Repl	Lower seal	68229146AB	1	44.35	0.2	
14	Repl	Radiator all	68595954AB	1	481.00 m	3.4 M	
15	Repl	Fan assy w/o hybrid w/o towing pkg	68217321AC	1	524.00 m	Incl.	
16		AIR CONDITIONER & HEATER					
17	Repl	Condenser from 05/13/2017	68339992AB	1	480.00 m	1.3 M	
18		AC Service evacuate & recharge				m	1.7 M
19		AC Service refrigerant recovery				m	0.4 M
20	Repl	Discharge hose w/o hybrid	68227756AD	1	158.00 m	0.6 M	
21	Repl	Discharge hose seal	68322211AA	1	10.85		
22	Repl	Frnt suction hose w/o hybrid	68322289AE	1	604.00 m	0.6 M	
23	Repl	Frnt suction hose seal 3/4"	68322265AA	1	10.85		M
24	Repl	Frnt suction hose seal 3/8"	68322264AA	1	10.85		
25		FRONT SUSPENSION					
26	Repl	Susp crossmember FWD w/o hybrid	68188235AF	1	1,130.00 m	5.7 M	
27	Repl	LT Lower cntrl arm front bolt	6104281AA	1	9.45		
28	Repl	Susp crossmember mount bolt	6511822AA	4	4.80		
29	Repl	RT Lower cntrl arm front bolt	6104281AA	1	9.45		
30	Repl	RT Lower cntrl arm rear bolt	6511747AA	1	6.30		
31	Repl	LT Lower cntrl arm rear bolt	6511747AA	1	6.30		
32		MISCELLANEOUS OPERATIONS					
33	#	Hazardous Waste Removal		1	3.50		
34	#	Subl calibration		1	299.00		
35	#	No post scan required, included with calibration		1			
36	#	Pre-scan		1		0.5 M	
37	#	alignment +15%		1	172.44		
38	#	tow bill +15%		1	224.25		
39	#	coolant		2	60.00		
SUBTOTALS					5,842.34	19.8	4.6

Preliminary Estimate

Customer: SOI 105728

2024 CHRY Pacifica Touring L FWD 4D VAN 6-3.6L Gasoline Sequential MPI white

ESTIMATE TOTALS

Category	Basis	Rate	Cost \$
Parts			5,842.34
Parts Discount	\$ 5,083.15	-20.0 %	-1,016.63
Body Labor	5.6 hrs @	\$ 63.00 /hr	352.80
Paint Labor	4.6 hrs @	\$ 115.00 /hr	529.00
Mechanical Labor	14.2 hrs @	\$ 75.00 /hr	1,065.00
Subtotal			6,772.51
Grand Total			6,772.51
Deductible			0.00
CUSTOMER PAY			0.00
INSURANCE PAY			6,772.51

THIS IS A PRELIMINARY ESTIMATE. ACTUAL COST TO REPAIR MAY BE DIFFERENT

LIMITED LIFETIME WARRANTY--SEE BODY SHOP PERSONNEL FOR DETAILS

***IF AFTERMARKET PARTS (PARTS MADE BY A SOURCE OTHER THAN THE ORIGINAL MANUFACTURER OF THAT PART) ARE USED THEY WILL BE IDENTIFIED BY "QUAL.REPL.PART" IN THE MFG. PART NO. COLUMN

DUE TO MANY UNFORESEEN CIRCUMSTANCES IN THE REPAIRING OF VEHICLES, WE REGRET THAT WE CAN ONLY ESTIMATE, NOT PROMISE, A COMPLETION TIME.

ESTIMATE

YOU HAVE THE RIGHT TO A WRITTEN OR ORAL ESTIMATE IF THE EXPECTED COST OF REPAIRS OR SERVICE WILL BE MORE THAN FIFTY DOLLARS. YOUR BILL WILL NOT BE HIGHER THAN THE ESTIMATE BY MORE THAN TEN PERCENT UNLESS YOU APPROVE A HIGHER AMOUNT BEFORE REPAIRS ARE FINISHED. INITIAL YOUR CHOICE:

Written estimate.

Oral estimate.

No estimate.

Call me if repairs and service will be more than \$ _____

Preliminary Estimate

Customer: SOI 105728

2024 CHRY Pacifica Touring L FWD 4D VAN 6-3.6L Gasoline Sequential MPI white

Estimate based on MOTOR CRASH ESTIMATING GUIDE and potentially other third party sources of data. Unless otherwise noted, (a) all items are derived from the Guide DR3NS17, CCC Data Date 03/17/2026, and potentially other third party sources of data; and (b) the parts presented are OEM-parts. OEM parts are manufactured by or for the vehicle's Original Equipment Manufacturer (OEM) according to OEM's specifications for U.S. distribution. OEM parts are available at OE/Vehicle dealerships or the specified supplier. OPT OEM (Optional OEM) or ALT OEM (Alternative OEM) parts are OEM parts that may be provided by or through alternate sources other than the OEM vehicle dealerships with discounted pricing. Asterisk (*) or Double Asterisk (**) indicates that the parts and/or labor data provided by third party sources of data may have been modified or may have come from an alternate data source. Tilde sign (~) items indicate MOTOR Not-Included Labor operations. The symbol (<>) indicates the refinish operation WILL NOT be performed as a separate procedure from the other panels in the estimate. Non-Original Equipment Manufacturer aftermarket parts are described as Non OEM, A/M or NAGS. Used parts are described as LKQ, RCY, or USED. Reconditioned parts are described as Recond. Recored parts are described as Recore. NAGS Part Numbers and Benchmark Prices are provided by National Auto Glass Specifications. Labor operation times listed on the line with the NAGS information are MOTOR suggested labor operation times. NAGS labor operation times are not included. Pound sign (#) items indicate manual entries.

Some 2024 vehicles contain minor changes from the previous year. For those vehicles, prior to receiving updated data from the vehicle manufacturer, labor and parts data from the previous year may be used. The CCC ONE estimator has a list of applicable vehicles. Parts numbers and prices should be confirmed with the local dealership.

The following is a list of additional abbreviations or symbols that may be used to describe work to be done or parts to be repaired or replaced:

SYMBOLS FOLLOWING PART PRICE:

m=MOTOR Mechanical component. s=MOTOR Structural component. T=Miscellaneous Taxed charge category. X=Miscellaneous Non-Taxed charge category.

SYMBOLS FOLLOWING LABOR:

D=Diagnostic labor category. E=Electrical labor category. F=Frame labor category. G=Glass labor category. M=Mechanical labor category. S=Structural labor category. (numbers) 1 through 4=User Defined Labor Categories.

OTHER SYMBOLS AND ABBREVIATIONS:

Adj.=Adjacent. Algn.=Align. ALU=Aluminum. A/M=Aftermarket part. Blnd=Blend. BOR=Boron steel. CAPA=Certified Automotive Parts Association. CFC=Carbon Fiber. D&R=Disconnect and Reconnect. HSS=High Strength Steel. HYD=Hydroformed Steel. Incl.=Included. LKQ=Like Kind and Quality. LT=Left. MAG=Magnesium. Non-Adj.=Non Adjacent. NSF=NSF International Certified Part. O/H=Overhaul. Qty=Quantity. Refn=Refinish. Repl=Replace. R&I=Remove and Install. R&R=Remove and Replace. Rpr=Repair. RT=Right. SAS=Sandwiched Steel. Sect=Section. STS=Stainless Steel. Subl=Sublet. UHS=Ultra High Strength Steel. N=Note(s) associated with the estimate line.

CCC ONE Estimating - A product of CCC Intelligent Solutions Inc.

The following is a list of abbreviations that may be used in CCC ONE Estimating that are not part of the MOTOR CRASH ESTIMATING GUIDE:

BAR=Bureau of Automotive Repair. EPA=Environmental Protection Agency. NHTSA= National Highway Transportation and Safety Administration. PDR=Paintless Dent Repair. VIN=Vehicle Identification Number.

Karl Chevrolet Collision Center Ankeny

1101 Southeast Oralabor Road, Ankeny, IA 50021

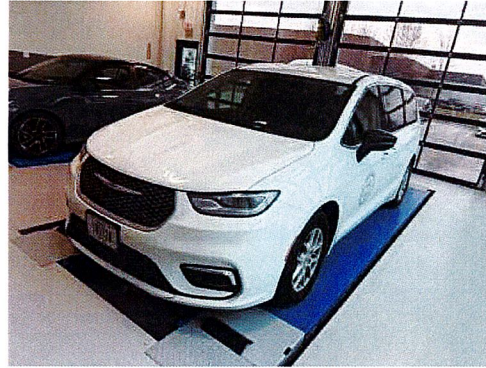
Phone: (515) 299-4337, Fax: (515) 964-2293

Image Report

Owner:	SOI 105728	Insurance:	state of iowa	Estimator:	Joe Singleton	Vehicle Out:	
RO Number:		Claim Number:	105728				
Year:	2024	Color:	white	License Plate:		Production Date:	
Make:	CHRY	Body Style:	4D VAN	State:	IA	Mileage In:	31,100
Model:	Pacifica Touring L ...	Engine:	6-3.6L Gasoline S...	VIN:	2C4RC1BG5RR192078	Condition:	



3/25/2026
Comments:



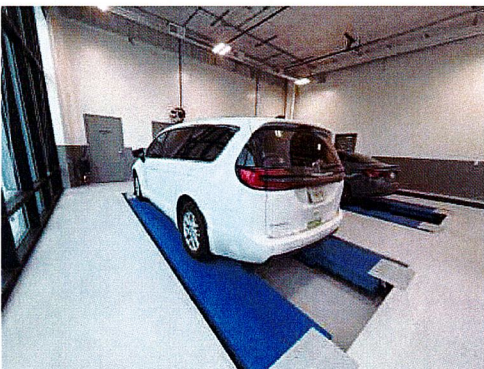
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Comments:



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Karl Chevrolet Collision Center Ankeny

1101 Southeast Oralabor Road, Ankeny, IA 50021

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3/25/2026
Comments:



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Comments:



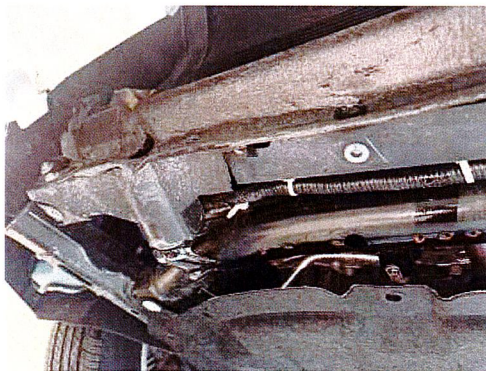
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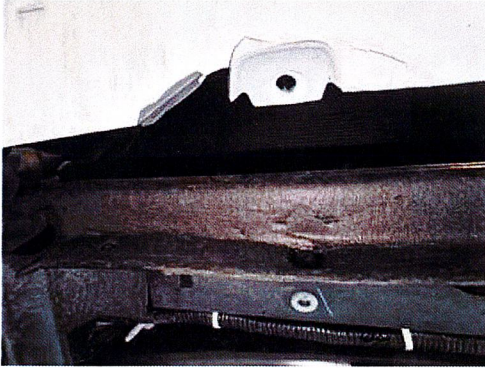
Karl Chevrolet Collision Center Ankeny

1101 Southeast Oralabor Road, Ankeny, IA 50021

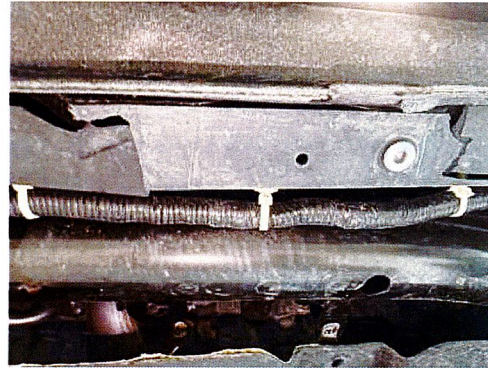
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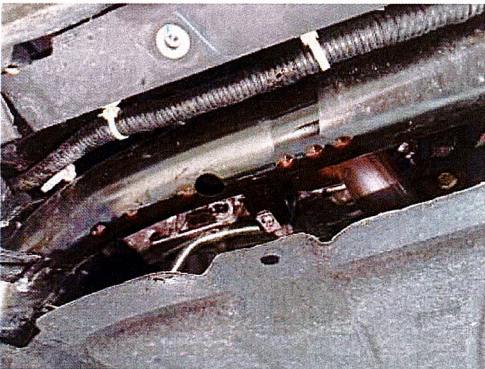
Owner:	SOI 105728	Insurance:	state of iowa	Estimator:	Joe Singleton	Vehicle Out:	
RO Number:		Claim Number:	105728				
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3/25/2026
Comments:



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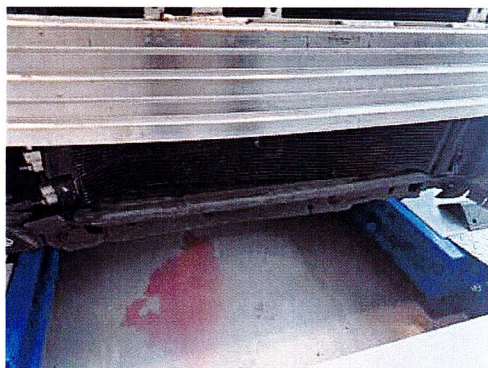
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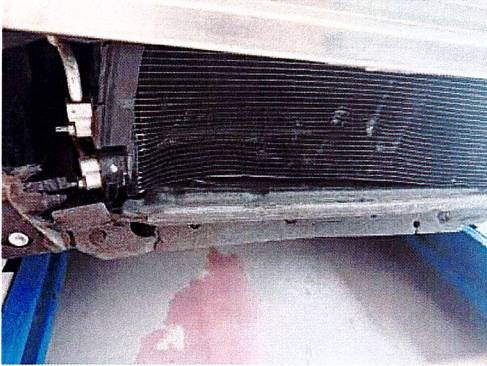
Karl Chevrolet Collision Center Ankeny

1101 Southeast Oralabor Road, Ankeny, IA 50021

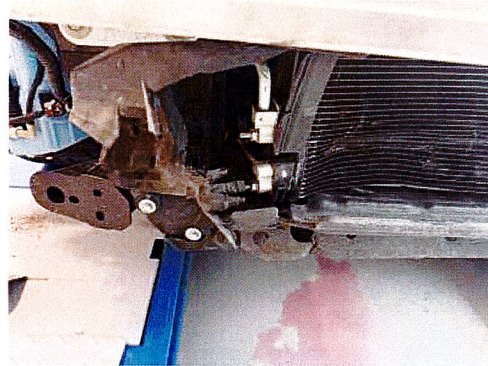
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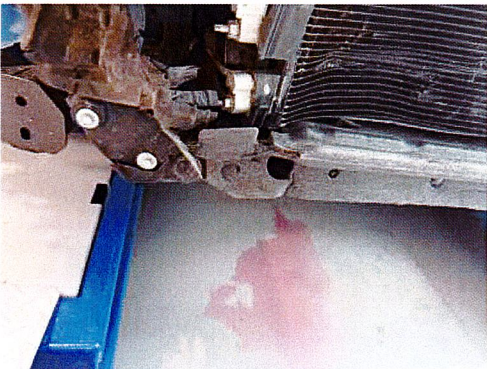
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3/25/2026
Comments:



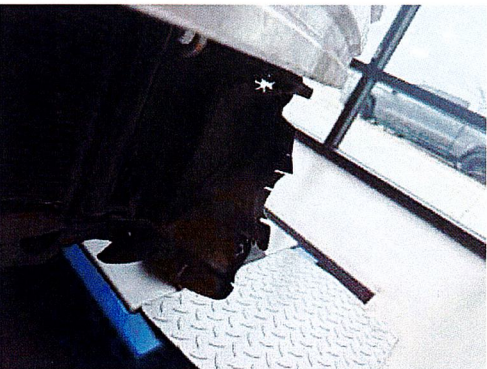
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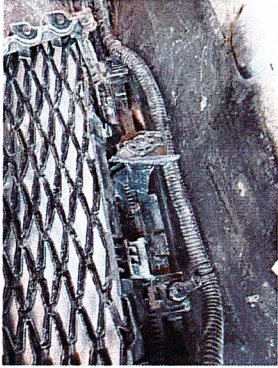
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1101 Southeast Oralabor Road, Ankeny, IA 50021

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

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Owner:	SOI 105728	Insurance:	state of iowa	Estimator:	Joe Singleton	Vehicle Out:	
RO Number:		Claim Number:	105728				
Year:	2024	Color:	white	License Plate:		Production Date:	
Make:	CHRY	Body Style:	4D VAN	State:	IA	Mileage In:	31,100
Model:	Pacifica Touring L ...	Engine:	6-3.6L Gasoline S...	VIN:	2C4RC1BG5RR192078	Condition:	



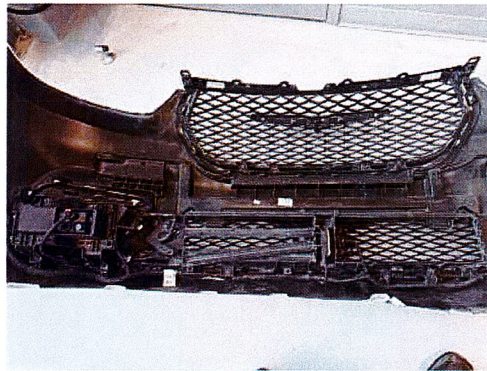
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Comments:



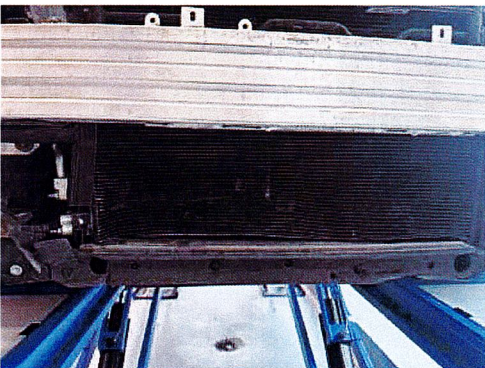
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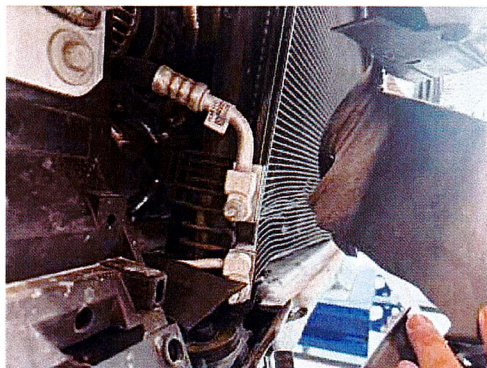
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Comments:



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Comments:



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Comments:

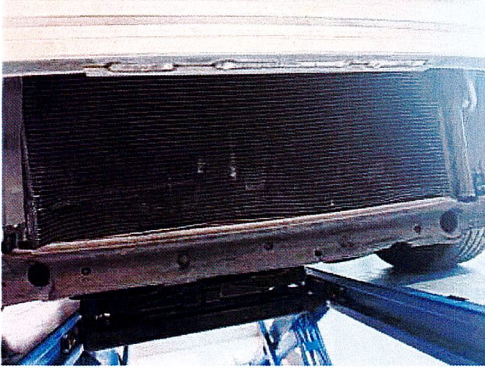
Karl Chevrolet Collision Center Ankeny

1101 Southeast Oralabor Road, Ankeny, IA 50021

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

Image Report

Owner:	SOI 105728	Insurance:	state of iowa	Estimator:	Joe Singleton	Vehicle Out:	
RO Number:		Claim Number:	105728				
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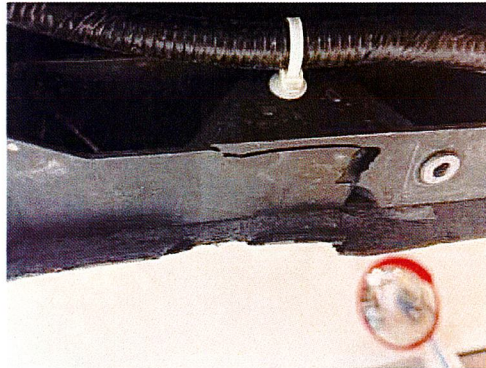
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Comments:



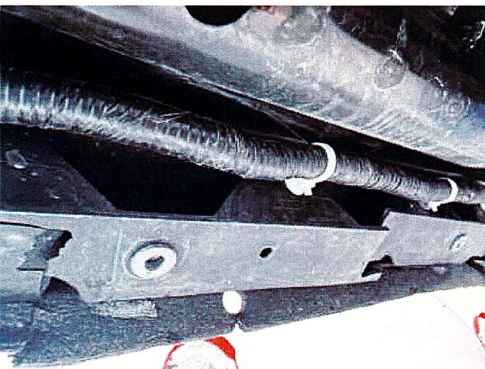
3/25/2026
Comments:



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Comments: