

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

January 6, 2025

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 \$2,085.00, subject to an audit of actual invoices. On September 24, 2024, Vehicle #2318 was damaged by a raccoon. Request was to cover repair costs.

EXECUTIVE COUNCIL OF IOWA

Kristi Onstot

Kristi Onstot
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 # 3915
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

November 26, 2024

Kristi Onstot
Executive Council
L O C A L

Subject: Raccoon Damage to Vehicle #2318 on September 24, 2024
Department of Administrative Services
Claim dated October 25, 2024
AOS Claim ID: 3915

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 \$2,085.00, 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



KIM REYNOLDS, GOVERNOR

ADAM STEEN, DIRECTOR

Date: October 25, 2024

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

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

Table with 2 columns: Field Name, Value. Rows include Vehicle / Event (#2318 / Animal), Event Date (September 24, 2024), Summary (Vehicle 2318 - struck a deer. (290817)), Amount Requested (\$2,085.00 - Estimate), and 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,

Ryan Betts
DAS Fleet Services
ryan.betts@iowa.gov
515-281-8008



290817

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

Fwd: Racoonaaccident

1 message

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

Thu, Sep 26, 2024 at 5:58 PM

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 2318 struck a deer on 9/24/24. 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 13th St, Des Moines, IA 50319

515-281-3162 office

das.risk@iowa.gov<https://das.iowa.gov>**Department of
Administrative Services**

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

From: **Schreiner, Deeann** <dschreiner@ialottery.com>

Date: Tue, Sep 24, 2024 at 7:06 AM

Subject: Racoonaaccident

To: Risk, DAS <das.risk@iowa.gov>, Ryan, Mark <mryan@ialottery.com>

I'm sorry to report this but yesterday morning on my way to the DesMoines Lottery office at 6 am - I swerved to hit a raccoon but must have hit the back end of this big raccoon. The left front bumper has damage. Attached is my report. I will need to get an estimate but wanted to get this in within the first 24 hours. Thank you DeeAnn

DeeAnn Schreiner,
District Sales Representative
Iowa Lottery Division
Iowa Department of Revenue
13001 University Ave, Clive, IA 50325-8225
515-725-7884 main
515-657-3358 mobile
dschreiner@ialottery.com
www.ialottery.com

Vehicle Accident Report

Time and location of accident

Accident Date (Mo/Day/Year)	Time	No. of Vehicles
9/23/2024	6:00 Am	1
County	State	
CLAS	Iowa	

Vehicle 1 (State vehicle)

Driver's Name		Work Street Address	
DeeAnn Schreiner		1404 Ash St	
Driver's License No./State		City, State, Zip	
897 223176		Atlantic Ia 50022	
Date of Birth	Department	Work Phone	Home Phone
9-21-63	DJR Reg 1-Lottery	515-725-7936	515-657-3358 712-254-1459
License Plate No.	VIN	Year, Make, Model	
CIS 095	2C4RC1CG2ME 553029	2021 Chrysler Voyager LX	
Estimate (\$) of Damage	Description of Damage		
	Front Bumper Drivers side		

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			

DAS Fleet Services ● 109 S.E. 13th St. ● Des Moines, IA 50319 ● 515-281-3162
 Website: <https://das.iowa.gov/procurement/fleet.services> ● Email: das.risk@iowa.gov

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

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.

Driving on Hwy 60
at 6am - Dark
Raccoon Ran out &
Hit Front Bumper.

DAS Fleet Services ● 109 S.E. 13th St. ● Des Moines, IA 50319 ● 515-281-3162
 Website: <https://das.iowa.gov/procurement/fleet.services> ● Email: das.risk@iowa.gov

F & M BODY SHOP INC
 fandmbodysshop@yahoo.com
 901 S DIVISION ST, CRESTON, IA 50801
 Phone: (641) 782-5115

Workfile ID: ef3ebe39
 PartsShare: 89jXYt
 Federal ID: 42-1489289

Estimate

RO Number:

Customer: Insurance: Adjuster: Estimator: Jeff Wynn
 DAS, . Phone: Create Date: 9/24/2024
 Claim:
 Loss Date:
 Deductible:

(515) 725-2243

2021 CHRY Voyager LX FWD 4D VAN 6-3.6L Gasoline Sequential MPI

VIN: 2C4RC1CG2MR553029 Interior Color: Mileage In: Vehicle Out:
 License: Exterior Color: Mileage Out:
 State: IA Production Date: Condition: Job #:

Line	Ver	Operation	Description	Qty	Extended Price \$	Part Type	Labpr	Type	Paint
1	E01		FRONT BUMPER & GRILLE						
2	E01	Remove/Replace	O/H front bumper				3.9	Body	
3	E01	Remove/Replace	Bumper cover	1	667.00	A/M	0.0	Body	3.3
4	E01		Add for Clear Coat						1.3
5	E01	Remove/Replace	Lower grille	1	111.00	OEM	0.0	Body	
6	E01	Remove/Replace	Shutter assembly	1	334.00	OEM	0.0	Body	
7	E01	Remove/Replace	Pre-Repair Scan				0.5	Mech	
8	E01	Remove/Replace	Post-Repair Scan				0.5	Mech	
9	E01	Sublet	Hazardous waste removal	1	5.00	Other			
10	E01		Color tint / color match				0.5	Body	
11	E01	Remove/Replace	Flex additive	1	8.00	Other			

Estimate Totals	Discount \$	Markup \$	Rate \$	Total Hours	Total \$
Parts					1,112.00
Labor, Body			70.00	4.4	308.00
Labor, Refinish			70.00	4.6	322.00
Labor, Mechanical			100.00	1.0	100.00
Material, Paint			50.00	4.6	230.00
Miscellaneous					13.00
Subtotal					2,085.00
Sales Tax					0.00
Grand Total					2,085.00
Net Total					2,085.00

Estimate Version	Total \$
Original	2,085.00

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

