

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

March 4, 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 \$6,103.77, subject to the audit of actual invoices. On November 26, 2023, Vehicle #39 was damaged by a deer. Request was to cover repair costs.

EXECUTIVE COUNCIL OF IOWA

*Victoria Newton*

Victoria Newton  
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 # 3653  
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 Facsimile (515) 281-6518

February 12, 2024

Victoria Newton  
Executive Council  
L O C A L

Subject: Deer Damage to Vehicle #39 on November 26, 2023  
Department of Administrative Services  
Claim dated December 6, 2023  
AOS Claim ID: 3653

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 \$6,103.77, 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: December 6, 2023

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

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

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

Vehicle / Event	#39/Deer
Event Date	November 26, 2023
Summary	Vehicle 39 struck a deer. (270855)
Amount Requested	\$6,103.77 - 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 blue ink that reads "Mariah Fucaloro".

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



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

---

**29C20**

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

Mon, Nov 27, 2023 at 10:46 AM

Draft To: Tammy Hollingsworth <Tammy.Hollingsworth@aos.iowa.gov>, TOS ExecutiveCouncil <executivecouncil@tos.iowa.gov>, Jeannie R Adams <jadams@dps.state.ia.us>

Please accept this email as initial 24 hr notification for AON, vehicle 39 struck a deer on 11/26/23. 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

## 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 #: 2023030078**

Date: <small>(Month/Day/Year)</small>	11/26/23	Time: <small>(Time plus a.m./p.m.)</small>	0640 a.m.
Vehicle Plate #:	39	Vehicle Mileage:	53,562
Vehicle Description: <small>(Yr/Make/Model/ &amp; Vin#)</small>	2021/Chev/Tahoe/1GNSKLED0MR258379		
Assigned To:	Brian Westergaard	Badge #	#39
Driven By:	Brian Westergaard	Badge #	#39
Driver's Lic #:	001AA0959	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:	0		
Occupants: <small>(Other than driver)</small>	0		

**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)	No
Injured/Injuries:			
Occupants: (Other than driver)			
Occupant(s) Wearing Seat Belt: (Yes/No)			

**OTHER INFORMATION:**

Witnesses:			
Accident Location: (Street/Hwy)		Hwy 44WB/East of Talon Ave	
County:		Guthrie	
Weather/Road Conditions:		Ice/Frost	
Narrative: Trooper Westergaard, #39, was traveling WB on Hwy 44 in Guthrie County when a deer from the north ditch attempted to cross the road. The deer struck Trooper Westergaard's patrol vehicle in its front passenger side quarter panel. Trooper Westergaard performed no improper action and was unable to avoid the deer			
Property Damage other than Vehicles:			
Cost:		\$	
Citations Issued To: (List Charge(s) and Statute Code(s))			

Investigating Officer:	Acting Sgt. Blake Gray #298
------------------------	-----------------------------

**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)	
Injured/Injuries:			
Occupants: (Other than driver)			
Occupant(s) Wearing Seat Belt: (Yes/No)	No		



## MEMORANDUM

**TO:** CMVU B Supervisors  
**FROM:** Trooper Brian Westergaard  
**DATE:** 16:43  
**SUBJECT:** Front Passenger Deer Hit

On 26 November 2023, I, Trooper Brian Westergaard, was operating my 2021 Chevrolet Tahoe patrol vehicle west bound on Highway 44 and Talon ave. At 06:40am a deer came out of the north ditch and struck the right front of my patrol vehicle causing functional damage.

At 06:45 I notified my FTO, Trooper Nick Henkle and my Sergeant Blake Gray of the incident.

Trooper Olsen, #143, completed the accident report.



### INVESTIGATING OFFICER'S REPORT OF MOTOR VEHICLE ACCIDENT

Law Enforcement Case Number: <b>2023030078</b>
---

MAIL REPORTS TO: Iowa Department of Transportation, Office of Driver Services, P.O. Box 9204, Des Moines, Iowa 50306-9204

Date of Accident <b>11/26/2023</b>	Time of Accident <b>06:40</b> Hrs.	County <b>GUTHRIE - 39</b>	Accident occurred within corporate limits of (city) <b>PANORA - 5900</b>												
UNIT 1	Driver's Name - Last <b>WESTERGAARD</b>			First <b>BRIAN</b>			Middle <b>LYNN</b>								
	Address <b>3710 HIGHWAY 30E</b>			City <b>DENISON</b>			State <b>IA</b>	Zip <b>51442-0000</b>							
	Date of Birth <b>04/14/1970</b>		Driver's License Number <b>001AA0959</b>		CDL Yes <input type="radio"/> No <input checked="" type="radio"/>	Citation Charge 1		Citation Charge 2							
	Male <input checked="" type="radio"/> Female <input type="radio"/>	State <b>IA</b>	Class <b>A</b>	Endorsements <b>PSTX</b>	Restrictions <b>BMJ</b>	Citation Charge 3		Citation Charge 4							
	Alcohol Test Given: <b>1</b>	Test Results:	Drug Test Given: <b>1</b>	Test Result:	Re-exam: Yes <input type="radio"/> No <input checked="" type="radio"/>	Reason for Re-Exam Request:									
	Owner's Name - Last <b>STATE OF IOWA</b>			First			Middle								
	Address <b>109 SE 13TH ST</b>			City <b>DES MOINES</b>			State <b>IA</b>	Zip <b>50319</b>							
	License Plate No. <b>39</b>	State <b>IA</b>	Year	VIN: <b>1GNSKLED0MR258379</b>	Color <b>WHI</b>	Year <b>2021</b>	Make <b>CHEV</b>	Model <b>TAH</b>	Style <b>UT</b>						
	Trailer Plate No.	State	Year	VIN:	Tow <b>1</b>	Tow #	Towed To	Approx. Cost to Repair or Replace <b>\$5,000.00</b>							
	Insurance Company Name <b>STATE OF IOWA</b>				Insurance Co. Phone Number		Insurance Policy Number								
Initial Travel Direction <b>04</b>	Veh. Act. <b>01</b>	Veh. Config. <b>03</b>	Cargo Body Type <b>01</b>	Veh. Defect <b>01</b>	Point of Initial Impact <b>02</b>	Most Damaged Area <b>02</b>	Extent of Damage <b>2</b>	Total Occ. in Veh. <b>1</b>							
Special Veh. Func. <b>01</b>	Emergency Status <b>01</b>	Bus Use	Driver Condition <b>01</b>	Vision Obscured <b>01</b>	Contributing Circumstances Driver (up to two) <b>88</b>		Driver Distractions <b>02</b>	Speed Limit <b>45</b>							
Traffic Controls <b>01</b>	Horizontal Alignment <b>01</b>	Vertical Alignment <b>04</b>	SEQUENCE OF EVENTS	First Event <b>31</b>	Second Event	Third Event	Fourth Event	Most Harmful Event <b>31</b>							
COMMERCIAL	Carrier Name/Lessee														
	Street Address				City		State	Zip Code							
	Number of Axles		Gross Vehicle Weight Rating		US DOT Number		MC Number	Override/Override <b>1 - NONE</b>							
	Haz Mat Involvement	Haz Mat Placard	Placard Number	Haz. Mat Released	Haz Mat Class	Haz Mat Name									
	Trailer Plate:	State	Year	VIN											
	Trailer Plate:	State	Year	VIN											
	Converter Dolly	Dolly Plate:	State	Plate Year	VIN										
PERSONNEL	DRIVER OF UNIT 1			Phone Number: <b>(515) 443-2733</b>		Sex	Seating Position	Injury Status	Occupant Protection	Airbag Deployment	Ejection	Ejection Path	Trapped/extricated	Source of Transport	Died at scene/enroute
				Transported to:		Transported by:									
	Name			Phone Number		DOB:									
	Address			Transported to:		Transported by:									
	Name			Phone Number		DOB:									
	Address			Transported to:		Transported by:									
	Name			Phone Number		DOB:									
	Address			Transported to:		Transported by:									
	Name			Phone Number		DOB:									
	Address			Transported to:		Transported by:									

INVESTIGATING OFFICER'S REPORT OF MOTOR VEHICLE ACCIDENT

MAIL REPORTS TO: Iowa Department of Transportation, Office of Driver Services, P.O. Box 9204, Des Moines, Iowa 50306-9204

Law Enforcement Case Number: 2023030078
Legal Intervention? Private Property?
County: 39 Route:
X Coordinate: 385546.218
Y Coordinate: 4616426.5

Date of Accident 11/26/2023 Time of Accident 06:40 Hrs. County GUTHRIE - 39
Accident occurred within corporate limits of (city) PANORA - 5900
Literal Description IA 44 WB IN PANORA EAST OF TALON AVE
If accident occurred outside of city limits show general vicinity
On Road, Street or Highway: At Intersection with:
Note: Unless accident occurred at an intersection which is completely described above, use the space below to give the exact location from a milepost or definable intersection, bridge, or railroad crossing, using two distances and directions if necessary of

ACCIDENT ENVIRONMENT ROADWAY CHARACTERISTICS
Location of First Harmful Event 01 Weather Conditions (up to two) Major Contributing Circumstances Environment 06
Manner of Crash/Collision 01 01 Roadway 01
Light Conditions 5 Surface Conditions 03 Type of Roadway Junction/Feature 01
FRA No.

First Harmful Event (Crash) WORKZONE RELATED? Yes No Activity Location Type Workers Present
31

Name 001 Phone Number DOB:
Address: Alcohol Test Given Test Results: Drug Test Given Result Charged Yes No
Transported to: Transported by:
Name Phone Number DOB:
Address: Alcohol Test Given Test Results: Drug Test Given Result Charged Yes No
Transported to: Transported by:

If Property other than vehicles damaged explain Object Damaged Estimate of Damage
Owner's Last Name First Name Middle Name Phone Number
Address City State Zip Code Was owner or tenant notified? 1 = Yes 2 = No 9 = Unknown
If Property other than vehicles damaged explain Object Damaged Estimate of Damage
Owner's Last Name First Name Middle Name Phone Number
Address City State Zip Code Was owner or tenant notified? 1 = Yes 2 = No 9 = Unknown

Witnesses table with columns: Last Name, First Name, Address, City, State, Zip Code, Phone Number

Is This a Secondary Crash? Type of Primary Incident Roadway Clearance Date Incident Clearance Date
Signature of Officer TROOPER C OLSON Badge Number 143 Time Officer Notified of Accident 06:45 Hrs. Roadway Clearance Time 06:45 Hrs. Incident Clearance Time 07:57 Hrs.
Name of Agency IOWA STATE PATROL - DIST 04 Date of Report 11/26/2023 Time Officer Arrived At Scene 07:30 Hrs. Total Roadway Clearance Time 000:00 Total Incident Clearance Time 001:12
Report Reviewed By Date of Review Investigation made at scene? T.I. No. Other Technical Investigating Agency

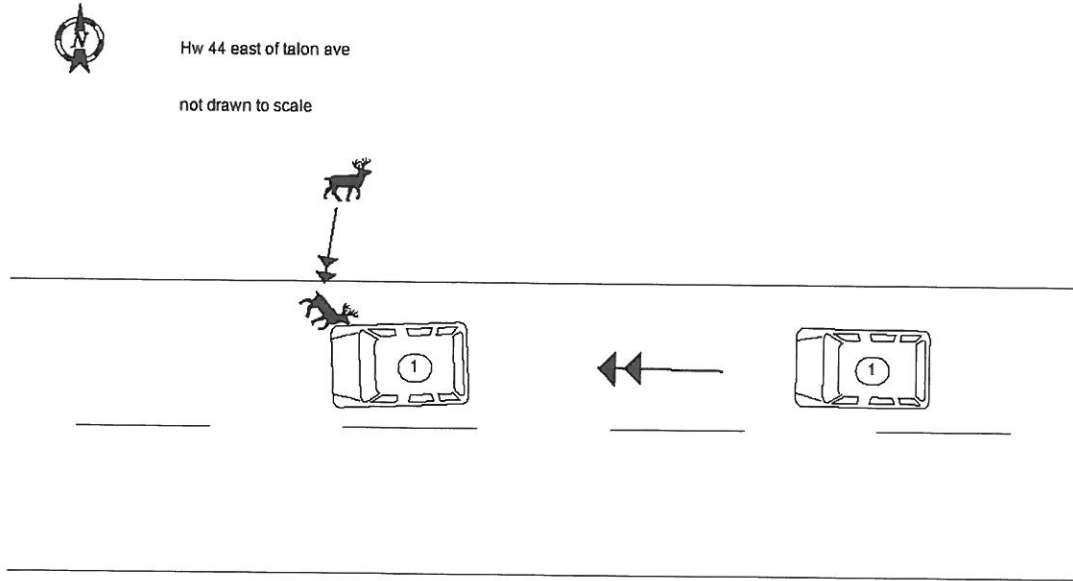
### INVESTIGATING OFFICER'S REPORT OF MOTOR VEHICLE ACCIDENT

Law Enforcement Case Number:

2023030078

MAIL REPORTS TO: Iowa Department of Transportation, Office of Driver Services, P.O. Box 9204, Des Moines, Iowa 50306-9204

D  
I  
A  
G  
R  
A  
M



N  
A  
R  
R  
A  
T  
I  
V  
E

Unit 1 was traveling west bound on highway 44 in Panora when a deer from the north ditch attempted to cross the road. The deer struck unit 1 in its front passenger side quarter panel. The driver performed no improper action and was unable to avoid the deer.



### Certification of Officer Involved in a Motor Vehicle Accident While in the Line of Duty

The Code of Iowa, Section 321.267A, states that any traffic accident involving the operation of a motor vehicle by a certified law enforcement officer or other emergency responder shall be reported to the Iowa Department of Transportation by the officer's or responder's employer. The officer's or responder's employer shall certify to the department whether or not the accident occurred in the line of duty while operating an official government vehicle or during the responder's deployment on an emergency call. When an accident occurs in the line of duty, it will NOT be entered on the driver's record.

Date of Accident: 11-26-23 DOT Case Number: 2023030078

Location of Accident: Hwy 44WB/Talon Ave-Panora

Driver's Name: Brian Lynn Westergaard DOB: 04/14/1970

Driver's Address: 3118 248th Trl Panora, IA 50216


Driver License Number: 001AA0959 State of Issuance: IA


VIN of Vehicle Driven by Officer: 1GNSKLED0MR258379

Check one:  Operating an official government vehicle while in the line of duty.  
 Operating a personally-owned vehicle while in the line of duty.

Agency Investigating Accident: Iowa State Patrol District 4

I certify under penalty of perjury and pursuant to the laws of the State of Iowa that the preceding is true and correct.

  
Signature of Employer

 November 26, 2023  
Date

Iowa State Patrol CMVU B  
Employing Agency

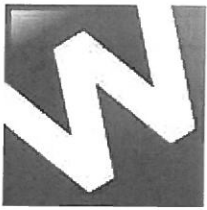
215 E 7th St Des Moines, IA 50319  
Address

(515) 725-6000  
Telephone

This completed form may be e-mailed to [accident.support@iowadot.us](mailto:accident.support@iowadot.us) or mailed to the following address:

Office of Driver Services  
Iowa Department of Transportation  
P.O. Box 9204  
Des Moines, IA 50306-9204

Telephone: 515-244-9124 or 515-244-8725



# WITTRUCK MOTOR COMPANY

BODYSHOP@WITTRUCKMOTORS.COM  
1019 Hwy 30 West, PO Box 396, Carroll, IA 51401  
Phone: (712) 792-9234  
FAX: (712) 792-4434

Workfile ID: efefba0f  
PartsShare: 7GN8g2  
Federal ID: 42-1431870  
State ID: 1-14-007142

## Preliminary Estimate

**Customer: STATE OF IOWA**

**Job Number:**

Written By: JOEL PIETIG

Insured: STATE OF IOWA  
Type of Loss:  
Point of Impact: 01 Right Front

Policy #:  
Date of Loss:

Claim #:  
Days to Repair: 0

**Owner:**  
STATE OF IOWA  
(515) 443-2733 Cell

**Inspection Location:**  
WITTRUCK MOTOR COMPANY  
1019 Hwy 30 West  
PO Box 396  
Carroll, IA 51401  
Repair Facility  
(712) 792-9234 Business

**Insurance Company:**

## VEHICLE

2021 CHEV Tahoe Commercial 4WD (Fleet) 4D UTV 8-5.3L Gasoline Direct Injection WHITE

VIN: 1GNSKLED0MR258379  
License: 39  
State: IA

Interior Color:  
Exterior Color: WHITE  
Production Date: 1/2021

Mileage In: 53,705  
Mileage Out:  
Condition: Excellent

Vehicle Out:  
Job #:

### TRANSMISSION

Automatic Transmission  
Overdrive  
4 Wheel Drive

### POWER

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

### DECOR

Dual Mirrors  
Privacy Glass  
Console/Storage

### 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  
Climate Control

Dual Air Condition

Backup Camera  
Parking Sensors

### RADIO

AM Radio  
FM Radio  
Stereo  
Search/Seek  
Auxiliary Audio Connection

### 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  
Communications System  
Hands Free Device  
Xenon or L.E.D. Headlamps

Positraction  
Lane Departure Warning  
**ROOF**  
Luggage/Roof Rack

### SEATS

3rd Row Seat

### WHEELS

Aluminum/Alloy Wheels

### PAINT

Clear Coat Paint

### TRUCK

Trailer Hitch  
Trailer Package  
Running Boards/Side Steps

Get live updates at [www.carwise.com/e/4EGRhR](http://www.carwise.com/e/4EGRhR)

**Preliminary Estimate**

**Customer: STATE OF IOWA**

**Job Number:**

2021 CHEV Tahoe Commercial 4WD (Fleet) 4D UTV 8-5.3L Gasoline Direct Injection WHITE

Line	Oper	Description	Part Number	Qty	Extended Price \$	Labor	Paint
1		<b>FRONT BUMPER &amp; GRILLE</b>					
2		O/H front bumper				3.4	
3	* <>	Repl Bumper cover -10%	87813939	1	<u>593.30</u>	Incl.	2.6
4		Add for Clear Coat					1.0
5	*	Repl RT Guide -10%	85594226	1	<u>13.03</u>	0.1	
6		R&I R&I grille assy				Incl.	
7	*	R&I License bracket				<u>0.2</u>	
8	#	R&I Grille Guard				2.0	
9	#	R&I Police lights				1.0	
10		<b>FRONT LAMPS</b>					
11	*	Repl RT Headlamp assy -10%	85123918	1	<u>944.96</u>	0.5	
12		Aim headlamps				0.5	
13		<b>FENDER</b>					
14	*	Repl RT Fender -10%	84384211	1	<u>701.24</u>	2.4	2.2
15		Overlap Major Non-Adj. Panel					-0.2
16		Add for Clear Coat					0.4
17		Add for Edging					0.5
18		Add for Clear Coat					0.1
19		<b>PILLARS, ROCKER &amp; FLOOR</b>					
20	*	R&I RT Step bar assy black				<u>0.7</u>	
21		R&I RT Frt rocker mldg w/o pwr assist step				0.8	
22		<b>FRONT DOOR</b>					
23	*	Repl RT Door shell w/o body side moldings -10%	86791908	1	<u>967.50</u>	5.4	3.1
24		Overlap Major Non-Adj. Panel					-0.2
25		Add for Clear Coat					0.6
26	#	Repl Seam sealer/caulking		1	35.00 T	0.5	
27	*	Repl RT Upper molding rivet -10%	9132667	12	<u>90.24</u>		
28		<b>REAR DOOR</b>					
29		Blnd RT Door shell w/o body side moldings					1.1
30		R&I RT Front w'strip				0.1	
31	*	R&I RT Belt molding chrome				<u>0.3</u>	
32	*	R&I RT Handle, outside w/o chrome				<u>0.4</u>	
33		R&I RT Water shield				0.2	
34		R&I RT Window molding				0.2	
35		R&I RT R&I trim panel				0.4	
36	#	Subl Hazardous waste removal		1	4.00 T		
37	#	Repl Cover Car		1	10.00 T	0.2	
38	#	Color tint / color match		1			1.0
39	#	Rpr Color sand and buff				1.0	
40	#	Repl Corrosion protection		1	10.00 T		

**Preliminary Estimate**

**Customer: STATE OF IOWA**

**Job Number:**

2021 CHEV Tahoe Commercial 4WD (Fleet) 4D UTV 8-5.3L Gasoline Direct Injection WHITE

41	#	Repl	Flex additive	1	8.00	T	
42	#	R&I	Put new stickers on fender & door				1.0
<b>SUBTOTALS</b>					<b>3,377.27</b>		<b>21.3</b>
							<b>12.2</b>

**ESTIMATE TOTALS**

Category	Basis	Rate	Cost \$
Parts			3,310.27
Body Labor	21.3 hrs @	\$ 65.00 /hr	1,384.50
Paint Labor	12.2 hrs @	\$ 65.00 /hr	793.00
Paint Supplies	12.2 hrs @	\$ 45.00 /hr	549.00
Miscellaneous			67.00
Subtotal			6,103.77
<b>Grand Total</b>			<b>6,103.77</b>

**MyPriceLink Estimate ID / Quote ID:**

1160985979956240384 / 131928996