



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. MICHAEL L. NAIG
SECRETARY OF AGRICULTURE

Executive Council of Iowa

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

March 6, 2023

Mr. Kyle Harms
Office of the Treasurer
LOCAL

Dear Mr. Harms:

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

Department of Administrative Services.....\$5,838.33
On September 17, 2022, Vehicle #2857 was damaged by hail. 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 # 2378
TOS Job # 2359



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 20, 2023

Victoria Newton
Executive Council
L O C A L

Subject: Hail Damage to Vehicle #2857 on September 17, 2022
Department of Administrative Services
Claim dated November 29, 2022
AOS Claim ID: 2378

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

Documented request			<u>\$ 5,838.33</u>
Executive Council Allocation			\$ 5,838.33
Less:			
Previous payments	\$	0.00	
This payment		<u>5,838.33</u>	
Total			<u>\$ 5,838.33</u>
Remaining Executive Council allocation			<u>\$ 0.00</u>

As requested by the Department, we recommend reimbursement be made in the amount of \$5,838.33. This represents full and final payment of the loss.

Sincerely,

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

cc: Mariah Flowers, Fleet Services Manager, Department of Administrative Services



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

Date: January 20, 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: REIMBURSEMENT REQUEST - 29C20 Claim

Claim #	2378
Vehicle / Event	#2857/Hail
Event Date	September 17, 2022
Summary	Vehicle 2857 sustained hail damage. (244801)
Amount Requested	\$5,838.33 - Final Invoice

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 Flowers, Fleet Manager
DAS Fleet Services
Mariah.Flowers@iowa.gov
515-414-6582

DAS FLEET SERVICES
 109 S.E. 13TH ST.
 DES MOINES IA 50319
 (515)281-3162

Keast Motors Inc.
 405 S. Hwy
 Oakland IA 51560
 (712)482-6491

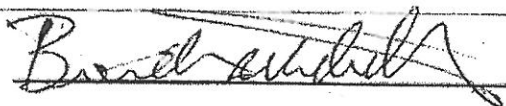
Repair Order No
39746

Opened 10/5/2022
 Closed
 Printed
 10/18/2022 10:20:34 AM

Vehicle: 2017 Ford Focus SEDAN 4-DR
 Vin: 1FADP3F29HL325740 Miles In: Out:

Covered Costs	0.00
Total Labor	686.50
Total Parts	429.33
Total Sublet	4682.50
Shop Fee	0.00
Disposal	0.00
Other	40.00
Discount	0.00
Ext Svc	0.00
Sub Total	5838.33
Taxes	0.00
Deductible	0.00
Deposit	0.00
Total	5838.33

Trouble Notes	Body	Tech Notes	Type	Units	Price	Total
VEHICLE PRESENTED WITH HAIL DAMAGE...		DAMAGE REPAIRED....				
LABOR...MECHANICAL			Labor	1.50	85.00	127.50
LABOR...BODY			Labor	8.60	65.00	559.00
10182022 PDR			Sublet	1.00	4,682.50	4,682.50
CP9Z5803100D WINDSHIELD			Parts	1.00	429.33	429.33

Signature: X  Date: _____

2017 Ford Focus
 # 2857

244807



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

January 5, 2023

Victoria Newton
Executive Council
L O C A L

Subject: Hail Damage to Vehicle #2857 on September 17, 2022
Department of Administrative Services
Claim dated November 29, 2022
AOS Claim ID: 2378

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 \$5,838.33, subject to an audit of actual invoices.

Sincerely,

A handwritten signature in black ink, appearing to read "Ernest H. Ruben, Jr.".

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

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

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Executive Council of Iowa

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

January 17, 2023

Mr. Kyle Harms
Office of the Treasurer
LOCAL

Dear Mr. Harms:

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 \$5,838.33, subject to audit of actual invoices. On September 17, 2022, Vehicle #2857 was damaged by hail. Request was to cover repair costs.

EXECUTIVE COUNCIL OF IOWA

Victoria Newton
Executive Secretary

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

AOS Claim # 2378
TOS Job # _____