



OFFICE OF AUDITOR OF STATE  
STATE OF IOWA

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December 13, 2021

Victoria Newton  
Executive Council  
L O C A L

Subject: Damage to Vehicle #1344 on November 9, 2020  
Department of Administrative Services  
Claim dated October 5, 2021  
AOS Claim ID: 2049

In accordance with Executive Council policy, we have examined the claim for 29C.20 funds for the above-mentioned damages. 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. The Department requested an allocation of \$2,888.00; however, the estimate includes vehicle damage inspection costs of \$35.00. These costs are considered administrative costs since they are incurred regardless of whether or not a claim is allowed under Chapter 29C.20 of the Code of Iowa. This amount will be deducted from the Department's request. Therefore, we recommend an Executive Council allocation in the amount of \$2,853.00, subject to an audit of actual invoices.

Sincerely,

A handwritten signature in cursive script that reads "Marlys K. Gaston".

Marlys K. Gaston, CPA  
Deputy Auditor of State

cc: Adam Steen, Director, Department of Administrative Services  
Jacquie Holm-Smith, Fleet Services Manager, Department of Administrative Services  
Linda Leto, Department of Management