

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

May 6, 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 a supplemental emergency allocation in the amount of \$99.80. This brings to total allocation to \$10,647.50. On September 29, 2023, Vehicle #2323 was damaged by deer. Request was to cover repair costs. This represents full and final payment and this allocation will be closed.

EXECUTIVE COUNCIL OF IOWA

*Kristi Onstot*

Kristi Onstot  
Acting 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 # 3612  
TOS Job # 2498



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

April 11, 2024

Victoria Newton  
Executive Council  
L O C A L

Subject: Deer Damage to Vehicle #2323 on September 29, 2023  
Department of Administrative Services  
Claim dated October 12, 2023  
AOS Claim ID: 3612

The Department's request included a supplemental allocation request of \$99.80 because additional damages were identified. We recommend Executive Council approval of the supplemental allocation of \$99.80, which increases the allocation to \$10,647.50. In accordance with Executive Council policy, we have examined the invoices and supporting documentation for final payment related to the damages and have found the items to be in order as shown below:

Documented request		<u>\$ 10,647.50</u>
Executive Council Allocation (Revised)		\$ 10,647.50
Less:		
Previous payments	\$ 0.00	
This payment	<u>10,647.50</u>	
Total		<u>\$ 10,647.50</u>
Remaining Executive Council allocation		<u>\$ 0.00</u>

We recommend reimbursement be made in the amount of \$10,647.50. This represents full and final payment of the loss.

Sincerely,

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



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

Date: January 18, 2024

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

From: Karl Bubser, Fleet Administrator  
DAS Fleet Services  
Department of Administrative Services

**Re: REIMBURSEMENT REQUEST - 29C20 Claim**

AOS Claim #	3612
Vehicle / Event	#2323/Deer
Event Date	September 29, 2023
Summary	Vehicle 2323 struck a deer. (267091)
Amount Requested	<b>\$10,647.50 - TOTAL</b>

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

Warrants

[Menu](#)

	Fiscal Year	Warrant Number	Line Number	Line Amount	Issued	Redeemed	Vendor Customer
✓	2024	72871016	1	\$10,647.50	01/12/2024		00003182752

First Prev Next Last

Search

▼Warrant Information

Fiscal Year : 2024 Amount : \$10,647.50  
Warrant Number : 72871016 Vendor Customer : 00003182752  
Line Number : 1 Last Updated : 1/12/24

▼Issue Information

Issued : 01/12/2024 Void :   
Document ID : RISK00524010606 Duplicate :   
Document Line Number : 1 Stop :   
Line Amount : \$10,647.50  
Comments :

▼Redeemed Information

Redeemed : Batch Number :  
Redeemed Bank : Sequence Number :  
Redeemed Fund :  
Redeemed Department :

▼Fund Accounting

Fund : 0665 Object : 2715 Dept Object :  
Sub Fund : Sub Object : Dept Revenue :  
Department : 005 Object Class :  
Unit : 5790 Revenue Source :  
Sub Unit : Sub Revenue Source :  
Appropriation : 0000 Revenue Source Class :  
BSA :  
Sub BSA :

▼Detail Accounting

Location : Reporting : Major Program :  
Sub Location : Sub Reporting : Program :  
Activity : Task : Phase :  
Sub Activity : Sub Task : Program Period :  
Function : Task Order :  
Sub Function :

[Top](#)

# 2323

CUSTOMER #: 90399

317917



\*INVOICE\*



STORM LAKE, IOWA

IOWA STATE LOTTERY  
322 FLINDT DR  
STORM LAKE, IA 50588  
HOME: 712-732-6662 CONT: 712-732-6662  
BUS: CELL:

PAGE 1

1620 N. Lake Ave - Storm Lake, IA 50588  
(712) 732-1310  
www.holzhauermotors.com

SERVICE ADVISOR: 86270 BILL EIMERS

COLOR	YEAR	MAKE/MODEL	VIN	LICENSE	MILEAGE IN / OUT	TAG	
	21	CHRYSLER VOYAGER	2C4RC1CG0MR579547		50396/50396	TB9547	
DEL. DATE	PROD. DATE	WARR. EXP.	PROMISED	PO NO.	RATE	PAYMENT	INV. DATE
01JAN21 DE			17:00 25OCT23			CASH	29NOV23
R.O. OPENED	READY	OPTIONS:	ENG:3.6_Liter				
16:59 25OCT23	13:23 29NOV23						

LINE	OPCODE	TECH	TYPE	HOURS	LIST	NET	TOTAL
1					DAMAGED HOOD, F BMPR, WINDSHIELD, ROOF, L FEN, F DOOR, RR DOOR VAN SIDE PANEL - REPAIR AND REPLACE PARTS AS PER ESTIMATE BSREP BODY		
					86260	CB	
1	BA68372877AC	FENDER				3661.00	3661.00
1	BA68316740AA	WIPER BLADE			401.00	401.00	401.00
1	68197138AC	WIPER BLADE			46.05	46.05	46.05
1	WH68316739AA	WIPER ARM			30.25	30.25	30.25
1	BA68188789AF	MOULDING			53.70	53.70	53.70
1	WH68185691AM	DOOR SHELL			74.65	74.65	74.65
1	KSCH1320514	MIRROR ASY			1365.00	1365.00	1365.00
1	DLDW2440GT	WINDSHIELD			178.00	178.00	178.00
2		ADHESIVE GLASS ADHESIVE			928.50	928.50	928.50
2		ADHESIVE GLASS ADHESIVE			15.00	15.00	30.00
					20.00	20.00	40.00
PARTS: 3147.15 LABOR: 3661.00 OTHER: 0.00					TOTAL LINE A:		6808.15
*****							
3					REFINISH: REFINISH AS PER ESTIMATE BSREF REFINISH		
					86260	CPB	
MISC PAINT AND MATERIALS						3219.00	3219.00
PARTS: 0.00 LABOR: 3219.00 OTHER: 620.35					TOTAL LINE B:		3839.35
*****							

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By signing below, you acknowledge that you were notified of and authorized the Dealership to perform the services/repairs itemized in this Invoice and that you received or had the opportunity to inspect any replaced parts as requested by you. The vehicle is being returned to you in exchange for your payment of the Amount Due.

**\*SHOP SUPPLY COSTS:**  
We have added a charge equal to 9.25% of the total cost of labor and parts, not to exceed \$35.00, to the Repair Order for shop supplies used in connection with this repair.

ALL PARTS ARE NEW UNLESS OTHERWISE INDICATED.

DESCRIPTION	TOTALS
LABOR AMOUNT	6880.00
PARTS AMOUNT	3147.15
GAS, OIL, LUBE	0.00
SUBLET AMOUNT	0.00
MISC. CHARGES *	620.35
TOTAL CHARGES	10647.50
LESS INSURANCE	0.00
SALES TAX	0.00
PLEASE PAY THIS AMOUNT	10647.50

DATE CUSTOMER SIGNATURE AUTHORIZED DEALERSHIP REPRESENTATIVE SIGNATURE



OFFICE OF AUDITOR OF STATE  
STATE OF IOWA

State Capitol Building  
Des Moines, Iowa 50319-0004  
Telephone (515) 281-5834 Facsimile (515) 281-6518

Rob Sand  
Auditor of State

November 14, 2023

Victoria Newton  
Executive Council  
LOCAL

Subject: Deer Damage to Vehicle #2323 on September 29, 2023  
Department of Administrative Services  
Claim dated October 12, 2023  
AOS Claim ID: 3612

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 \$10,547.70, subject to an audit of actual invoices.

Sincerely,

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

CC: Adam Steen, Director, Department of Administrative Services  
Mariah Fucaloro, Fleet Services Manager, Department of Administrative Services  
Joel Lunde, Department of Management