

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 3, 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 \$2,236.50, subject to audit of actual invoices. On September 19, 2024, Vehicle #346 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 # 3919
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

February 6, 2025

Kristi Onstot
Executive Council
L O C A L

Subject: Raccoon Damage to Vehicle #346 on September 19, 2024
Department of Administrative Services
Claim dated December 11, 2024
AOS Claim ID: 3919

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 \$2,236.50, 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



Department of Administrative Services

KIM REYNOLDS, GOVERNOR

ADAM STEEN, DIRECTOR

Date: December 11, 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 (#346 / Animal), Event Date (September 19, 2024), Summary (Vehicle 346 - struck a raccoon (290502)), Amount Requested (\$2,236.50 - Estimate), and Supporting Documentation (29C20 Email Notification, Accident Report, Repair Estimate(s)).

If you have any questions or are in need of additional information, please do not hesitate to contact me.

Thank you,

Handwritten signature of Ryan Betts

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



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

RE: Trp. Hofer #346 Vehicle Damage (Raccoon)

1 message

Tammy Hollingsworth <Tammy.Hollingsworth@aos.iowa.gov>

Tue, Oct 1, 2024 at 3:01 PM

To: "Risk, DAS" <das.risk@iowa.gov>, TOS ExecutiveCouncil <executivecouncil@tos.iowa.gov>

Notification of 29C.20 Damages Received – AOS Claim #3919

From: mariah.fucaloro@iowa.gov <mariah.fucaloro@iowa.gov> **On Behalf Of** Risk, DAS
Sent: Wednesday, September 25, 2024 9:58 AM
To: Tammy Hollingsworth <Tammy.Hollingsworth@AOS.IOWA.GOV>; TOS ExecutiveCouncil <executivecouncil@tos.iowa.gov>
Subject: Fwd: Trp. Hofer #346 Vehicle Damage (Raccoon)

CAUTION: This email originated from outside of AOS. Do not click links or open attachments unless you recognize the sender and know the content is safe.

I am out of state right now and just going through the emails for accidents. Can I submit this for 29c20?

Please accept this email as initial 24 hr notification for AON, vehicle 346 struck a raccoon on 9/19/24. 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: **Schweitzberger Chad** <schweitz@dps.state.ia.us>

Date: Thu, Sep 19, 2024 at 3:59 PM

Subject: Trp. Hofer #346 Vehicle Damage (Raccoon)

To: DAS.Risk@iowa.gov <das.risk@iowa.gov>, vehicledamage@dps.state.ia.us, Trainor James <trainor@dps.state.ia.us>, Johnson Kevin <kjohnson@dps.state.ia.us>, Bullington James <bullingt@dps.state.ia.us>, Bardsley Jason <bardsley@dps.state.ia.us>, Mattox Taralee <mattox@dps.state.ia.us>

Cc: Adams Jeannie <jadams@dps.state.ia.us>

Attached are forms reference Trp. Hofer #346 hitting a raccoon in the roadway today.

Respectfully,

Sergeant Chad Schweitzberger ★ 333 ★

Assistant District Commander

Iowa State Patrol District 3

2025 Hunt Ave.

Council Bluffs, IA 51503

Office: 712-328-8001

schweitz@dps.state.ia.us



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State Vehicle Damage Report

Attach this completed form to an email along with the items identified below and send to: vehicledamage@dps.state.ia.us, DAS.risk@iowa.gov, Area Captain & Post #3 Supervisors

- 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 #: 2024023742

Date: <small>(Month/Day/Year)</small>	9/19/24	Time: <small>(Time plus a.m./p.m.)</small>	6:15 a.m.
Vehicle Plate #:	346	Vehicle Mileage:	104182
Vehicle Description: <small>(Yr/Make/Model/ & Vin#)</small>	2020 Dodge Charger 2C3CDXKT3LH124222		
Assigned To:	Darin Hofer	Badge #	346
Driven By:	Darin Hofer	Badge #	346
Driver's Lic #:	392AE9324	Damage:	\$2,235
Vehicle Towed: <small>(Yes / No)</small>	No	Towed By:	
Towed To:		Towing Cost:	\$0
Seat Belt: <small>(Yes / No)</small>	Yes	Type of Vehicle: <small>(Marked/Semi /Unmarked)</small>	Marked
Injured/Injuries:			
Occupants: <small>(Other than driver)</small>			

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)	Yes
Injured/Injuries:	None		
Occupants: (Other than driver)			
Occupant(s) Wearing Seat Belt: (Yes/No)	Yes		

OTHER INFORMATION:

Witnesses:			
Accident Location: (Street/Hwy)			
County:	Fremont County		
Weather/Road Conditions:	Normal		
Narrative: Patrol Vehicle Unit 1 was traveling south on Bluff Road at approximately 0615 hours in Fremont County, IA. Unit 1 struck a raccoon in the roadway damaging the front bumper.			
Property Damage other than Vehicles:			
Cost:	\$		
Citations Issued To: (List Charge(s) and Statute Code(s))			

Investigating Officer:	Sgt. Schweitzberger #333
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VEHICLE #3:

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)		Yes	

All Makes Collision Center

Invoice

524 23rd Ave
Council Bluffs, IA 51501
Phone (712) 256-3195

No: 2793
Scheduled In Date: 10/24/2024
Completed Date: 10/28/2024
Service Rep: Kortnie Getzschman
Page 1
PO No:

Name

state of iowa

Service Item

20 Dodge Charger Police 4 DR Sedan
Lic: _____ Unit# _____
VIN: 2C3CDXKT3LH124222 Color: _____
Mileage In: _____ Mileage Out: _____
Paint Code : _____

Insurance Information

Claim No:
Policy No:
Date of Loss:
Deductible: 0.0000

Insurance Company

Ext:

Insured

Claim# 290502
Ext:

Adjuster

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Type	Description	Qty	Each	Amount	Sales Tax%	Sales Tax	Total
RL	Refinish Labor	5.5	100.00	550.00	7.00%	0.00	550.00
ML	Mechanical Labor	0.2	55.00	11.00	7.00%	0.00	11.00
BL	Body Labor	6.3	55.00	346.50	7.00%	0.00	346.50
NP	NonTaxable Part			1,329.00	0.00%	0.00	1,329.00

ESTIMATE TOTALS				\$2,236.50		\$0.00	\$2,236.50
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Type	Description	Qty	Each	Amount	Sales Tax%	Sales Tax	Total
RL	Refinish Labor	5.5	100.00	550.00	7.00%	0.00	550.00
ML	Mechanical Labor	0.2	55.00	11.00	7.00%	0.00	11.00
BL	Body Labor	6.3	55.00	346.50	7.00%	0.00	346.50
NP	NonTaxable Part			1,329.00	0.00%	0.00	1,329.00

INVOICE TOTALS				\$2,236.50		\$0.00	\$2,236.50
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An express mechanic's lien is hereby acknowledged on the above vehicle to secure the amount of costs incurred by in collecting amounts owed for repairs on the above vehicle. I also hereby make, constitute and appoint you and/or your employees as my true lawful attorney for me and in my name, place, and stead to ask, demand, collect, sign for and receive all such sums of money which are or shall be due owing, payable and belonging to me, or detained from me, related to the vehicle herein described. This includes full power and authority to sign my name to all checks, drafts, and/or negotiable instruments related to or arising out of work done by you and/or your employees on the above mentioned vehicle.

Signature: _____

Date: _____

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